104-04946/

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES

SUPPLEMENTARY INFORMATION

FOR

LEGISLATIVE REVIEW

2004-2005 EXPENDITURE ESTIMATES

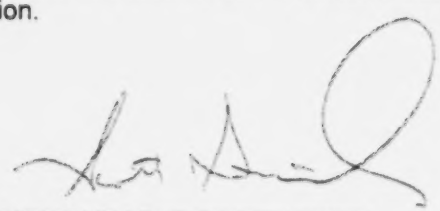
PREFACE

This document has been prepared by the Department of Industry, Economic Development and Mines as a departmental supplement to its Printed Main Estimates. It is intended to provide background information on the department, which should complement the information contained in the Printed Main Estimates.

The contents of this supplement are organized into five parts:

- The first part provides an overview of the department's 2004/05 budget requirements.
- The second part provides program and financial information including details of staffing requirements and expenditures. Information is organized on the basis of existing main appropriations so that it will provide an easy cross reference to the Printed Main Estimates.
- The third part provides a five-year historical budget comparison of the Department of Industry, Economic Development and Mines.
- The fourth part provides for other appropriations.
- The fifth part provides a standard glossary of terms.

This document has been developed to assist members of the Legislature in the review of the Printed Main Estimates. It is hoped that it will provide a meaningful information supplement and that it will meet the needs of the users of the information. I welcome feedback as to the usefulness of this supplementary information.



THE HONOURABLE SCOTT SMITH
MINISTER OF INDUSTRY, ECONOMIC DEVELOPMENT AND MINES

INDEX

PART 1	**DEPARTMENTAL OVERVIEW**	1
	Role and Mission	2
	Schedule 1 - Organization Chart	4
	Schedule 2 - Statutory Responsibilities	5
	Expenditure Summary 2004/2005	
	Schedule 3 - By Main Appropriation	6
	Schedule 4 - Percentage Distribution Of Expenditures By Operating Division, Chart	7
	Schedule 5 - By Salaries & Employee Benefits, Other Expenditures, Capital Grants and Costs Related To Capital Assets	8
	Schedule 6 - Percentage Distribution Of Expenditures by Salary, Operating, Grants and Amortization of Capital Assets, Chart	9
	Position Summary 2004/05	
	Schedule 7 - Percentage Distribution By Operating Division, Chart	10
	Schedule 8 - By Appropriation	11
	Schedule 9 - By Staff Category	12
PART 2	**PROGRAM AND FINANCIAL INFORMATION**	13
	Administration and Finance	15
	Business Services	25
	Mineral Resources	37
	Community and Economic Development	49
	Emergency Measures Organization	55
	Amortization and Costs Related to Capital Assets	59
PART 3	**HISTORICAL INFORMATION**	61
	Departmental Comparison 2000/01 - 2004/05	
	Schedule 10 - Five Year Expenditure and Staffing Summary by Main Appropriation	62
	Five Year Expenditure History	
	Schedule 11 - By Operating Division	63
	Five Year Staff History	
	Schedule 12 - By Operating Division	64
	Schedule 13 - Departmental Staffing	65
PART 4	**OTHER APPROPRIATIONS**	67
	Security Initiatives	68
	Emergency Expenditures	70
	Schedule 14 - Emergency Expenditures - 5 Year Expenditure Summary	73
PART 5	**GLOSSARY**	74

PART 1

DEPARTMENTAL OVERVIEW

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES

MINISTER

HONOURABLE SCOTT SMITH

DEPUTY MINISTER

HUGH ELIASSON

VISION: ***An internationally competitive economy, with the best quality of life in the world.***

In support of the Vision **Manitoba Industry, Economic Development and Mines' MISSION STATEMENT is to *work collaboratively with businesses, people and communities to:***

- ***Increase their Capacity to succeed;***
- ***Enhance the Competencies they need to prosper;***
- ***Raise their Profiles, locally, nationally and internationally***
- ***Foster an Environment that supports sustainable economic growth***

To achieve its mission, the department is organized in five divisions:

THE ADMINISTRATION AND FINANCE DIVISION provides for the department executive management, department planning and policy direction; provides central financial, administrative, human resource and computer support services to the departments of Industry, Economic Development and Mines and Energy, Science and Technology; provides policy support in trade and economic development to the department and across government; co-ordinates and supports departmental strategic and business planning and knowledge management initiatives; and co-ordinates the economic and labour force statistical system to adapt to the changing policy and program requirements of the Manitoba government and Crown agencies.

THE BUSINESS SERVICES DIVISION provides or facilitates businesses' access to capital to spur the establishment and expansion of enterprises and provides assistance and support for mineral exploration and development projects to improve the economic and environmental status of Manitoba; provides sector expertise to businesses in the areas of marketing, technology business development and management; provides department-wide marketing support and development of promotional products; co-ordinates and delivers a range of services for the enhancement and growth of Manitoba's entrepreneurial and small business community; and increases inward investment to attract businesses and business people to Manitoba through general promotion, business or company recruitment, and entrepreneur recruitment.

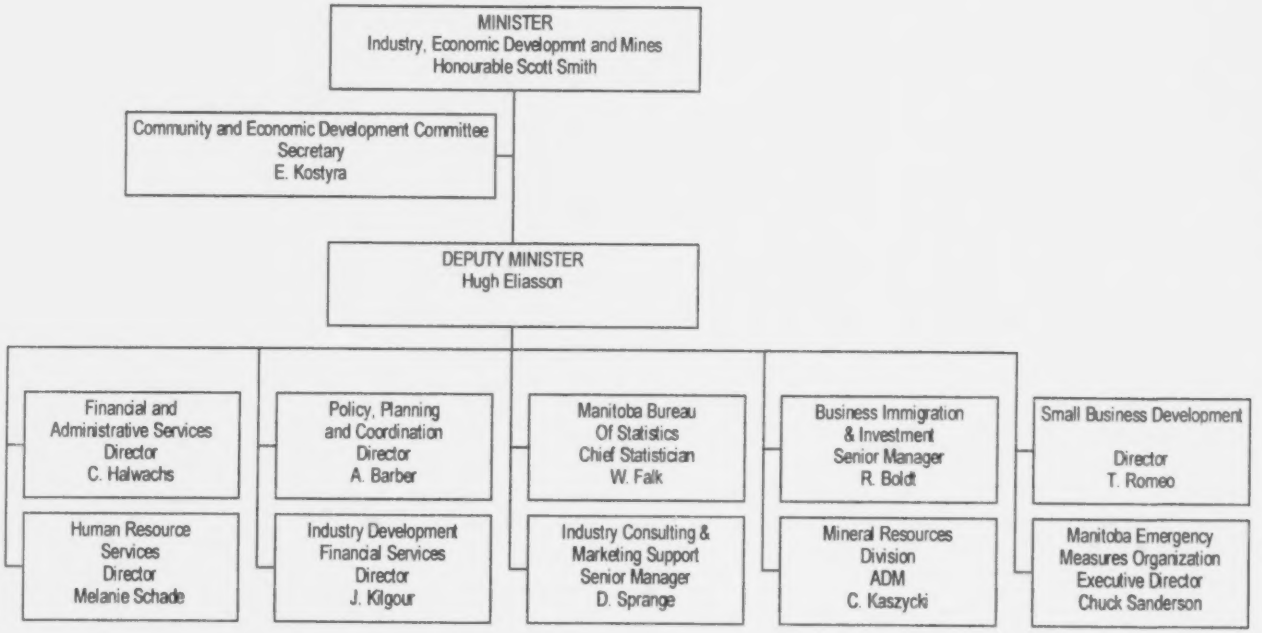
THE MINERAL RESOURCE DIVISION promotes wise land management and environmentally sustainable economic development in the province based on Manitoba's mineral and petroleum resources; provides authoritative documentation of the province's mineral and petroleum endowment and development potential; delivers mineral incentive programs; administration of legislation governing the disposition of mineral and petroleum rights, exploration, development and production of Manitoba's mineral and petroleum resources and, the rehabilitation of mines, quarries and abandoned petroleum sites; provides for the resolution of disputes between surface and/or mineral rights holders with respect to accessing minerals including oil and gas.

COMMUNITY ECONOMIC DEVELOPMENT provides analytical expertise and administrative support to the Community Economic Development Committee of Cabinet; co-ordinates all major government initiatives relating to community and economic development in the province; provides advice and support in the on-going development of Manitoba's economic strategy including identifying priorities, solicits community input and assists in formulating policy and recommendations.

EMERGENCY MEASURES ORGANIZATION working closely with all levels of government, the private section, volunteer agencies and other non-government agencies promotes and coordinates emergency preparedness, emergency response and disaster recovery to prevent the loss of life, and to minimize damage to property and the environment. MEMO is responsible for the administration and delivery of the Disaster Financial Assistance (DFA) program. DFA provides assistance to Manitobans who have suffered losses as a direct result of a wide-spread disaster.

Program and financial information for each division is provided in Part 2.

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES
ORGANIZATION CHART
EFFECTIVE APRIL 1, 2004



NOT REFLECTED ON THIS CHART:
THE MANITOBA MINING BOARD, THE SURFACE RIGHTS BOARD,
THE MANITOBA DEVELOPMENT CORPORATION, THE MANITOBA LIQUOR CONTROL COMMISSION,
AND THE MANITOBA LOTTERIES COMMISSION

SCHEDULE 1

SCHEDULE 2

STATUTORY RESPONSIBILITIES OF THE MINISTER

OF INDUSTRY, ECONOMIC DEVELOPMENT AND MINES

	Continuing Consolidation Chapter
The Crocus Investment Fund Act	C 308
The Design Institute Act	D 40
The Development Corporation Act	D 60
The Electronic Commerce and Information Act (except Part 5)	E 55
The Emergency Measures Act	E 80
The Emergency 911 Public Safety Answering Point Act	E 85
The Gas Pipe Line Act	G 50
The Gas Allocation Act	G 52
The Greater Winnipeg Gas Distribution Act (S.M. 1988-89, c. 40)	-
The Income Tax Act (sections 7.5 to 7.10)	I 10
The Labour-Sponsored Venture Capital Corporations Act	L 12
The Liquor Control Act	L 160
The Manitoba Lotteries Corporation Act	L 210
The Mines and Minerals Act	M 162
The Mining and Metallurgy Compensation Act	M 190
The Oil and Gas Act	O 34
The Oil and Gas Production Tax Act	O 37
The Statistics Act	S 205
The Surface Rights Act	S 235

As per Schedule "L", Order-In-Council 395/2003, and
As per Schedule "R", Order-In-Council 395/2003

SCHEDULE 3

DEPARTMENT OF INDUSTRY, ECONOMIC DEVELOPMNET AND MINES
EXPENDITURE SUMMARY
BY MAIN APPROPRIATION

	Estimates of Expenditure 2004/2005 $(000's)	Change From 2003/2004 %	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
1. Administration and Finance	**3,476.0**	(4.1)	3,624.9
2. Business Services	**15,293.4**	0.5	15,220.8
3. Mineral Resources	**8,254.4**	(2.3)	8,444.4
4. Community and Economic Development	**1,656.3**	3.0	1,607.5
5. Emergency Measures Organization	**1,627.7**	0.9	1,613.0
6. Amortization and Other Costs Related to Capital Assets	**166.7**	-	166.7
TOTAL FOR INDUSTRY, ECONOMIC DEVELOPMENT & MINES	**30,474.5**	(0.7)	30,677.3

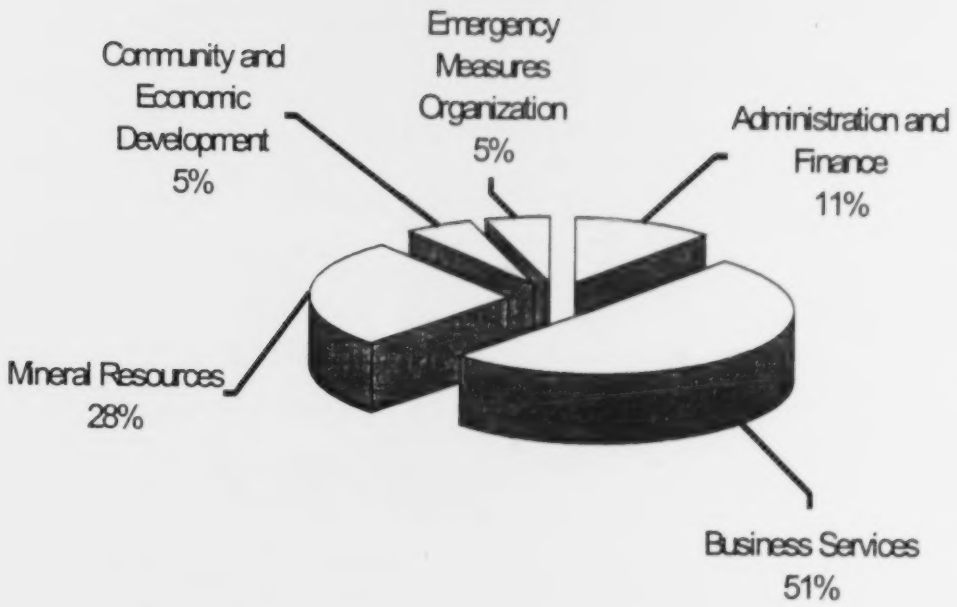
Reconciliation Statement

$ (000's)

Printed Estimates of Expenditure 2003/04	$31,083.2
Transfer of functions from:	
- Energy, Science and Technology	97.0
- Transportation and Government Services	1,580.8
Transfer of functions to:	
- Intergovernmental Affairs and Trade	(2,352.3)
Allocation of funds from:	
- Enabling Appropriations re: 2003/04 General Salary Increase	407.9
Allocation of funds to:	
- Agriculture, Food and Rural Initiatives	(104.0)
- Energy, Science and Technology	(35.3)
Estimates of Expenditure 2003/04 (Adjusted)	30,677.3

SCHEDULE 4

2004/05 Main Estimates of Expenditure
Percentage Distribution by Operating Division



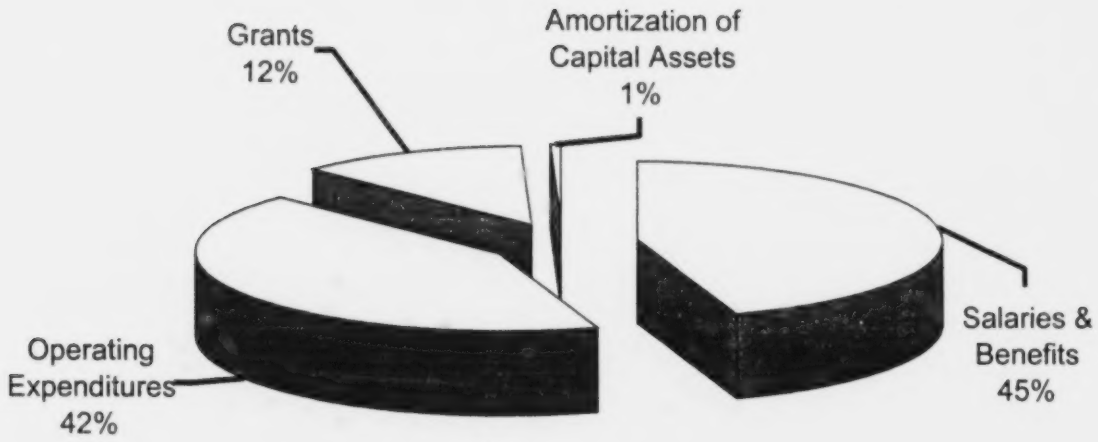
SCHEDULE 5

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES
EXPENDITURE SUMMARY
BY SALARIES & EMPLOYEE BENEFITS, OTHER EXPENDITURES, CAPITAL GRANTS AND COSTS RELATED TO CAPITAL ASSETS

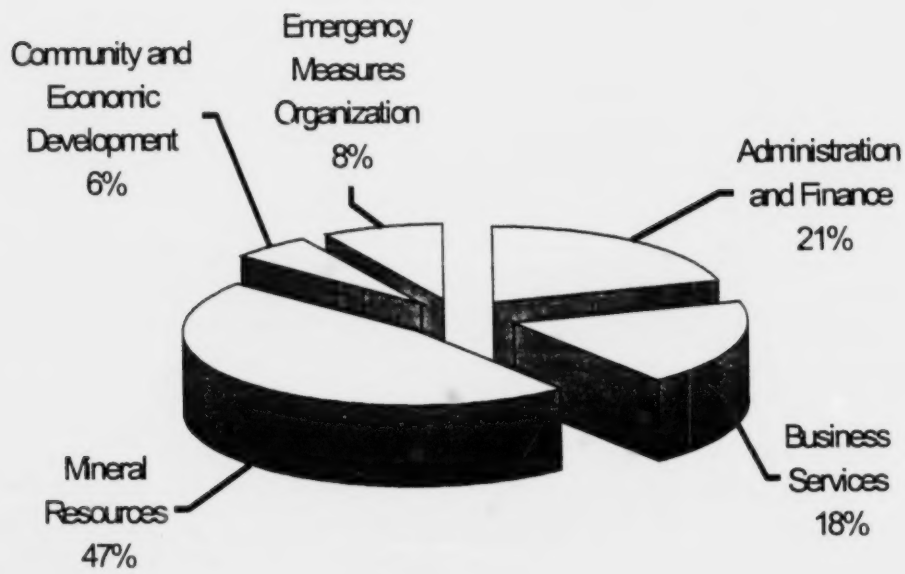
	ESTIMATES OF EXPENDITURE 2004/2005 $(000's)	ESTIMATES OF EXPENDITURE 2003/2004 (adjusted) $(000's)
SALARIES & EMPLOYEE BENEFITS (details on Schedule 8)	**13,639.2**	14,019.1
OTHER EXPENDITURES	**13,094.1**	12,737.1
GRANT ASSISTANCE		
Manitoba Business Development Fund	**1,126.0**	1,266.1
Manitoba Marketing Network Inc.	**30.0**	30.0
Mineral Exploration Assistance Program	**2,462.1**	2,500.0
Prospectors Assistance Program	**123.1**	125.0
TOTAL	**30,474.5**	30,677.3

SCHEDULE 6

2004/05 Percentage Distribution of Expenditures By Salaries & Employee Benefits, Operating, Grants & Amortization and Other Costs Related to Capital Assets



2004/05 Staff Year Summary
Percentage Distribution of Full Time Equivalents
By Operating Division



SCHEDULE 8

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES
FULL-TIME EQUIVALENT SUMMARY
BY APPROPRIATION

RES. NO.	APP. NO.	DIVISION/BRANCH	ESTIMATES OF EXPENDITURE 2004/2005 $(000's) FTE	SALARIES	ESTIMATES OF EXPENDITURE 2003/2004 (adjusted) $(000's) FTE	SALARIES
10-1	10-1	**ADMINISTRATION AND FINANCE**				
	10-1A	Minister's Salary	**1.00**	**29.4**	1.00	29.0
	10-1B	Executive Support	**8.00**	**445.3**	8.00	434.0
	10-1C	Financial & Administrative Services	**21.00**	**1,221.6**	21.50	1,283.7
	10-1D	Policy, Planning and Coordination	**6.00**	**425.0**	6.00	415.8
	10-1E	Manitoba Bureau of Statistics	**12.00**	**727.4**	14.00	822.7
		TOTAL	**48.00**	**2,848.7**	50.50	2,985.2
10-2	10-2	**BUSINESS SERVICES**				
	10-2A	Industry Development - Financial Services	**12.00**	**849.0**	12.00	824.9
	10-2B	Industry Consulting and Marketing Support	**10.00**	**727.9**	11.00	789.3
	10-2C	Small Business Development	**16.50**	**1,017.1**	16.50	989.7
	10-2D	Business Immigration and Investment	**4.00**	**162.9**	5.00	298.0
		TOTAL	**42.50**	**2,756.9**	44.50	2,901.9
10-3	10-3	**MINERAL RESOURCES**				
	10-3A	Manitoba Geological Survey	**61.10**	**3,566.8**	64.10	3,668.6
	10-3B	Mines	**27.00**	**1,208.5**	28.00	1,254.2
	10-3C	Petroleum	**19.50**	**1,037.2**	21.00	1,070.1
	10-3D	Boards and Commissions	**0.00**	**26.6**	0.00	23.4
		TOTAL	**107.60**	**5,839.1**	113.10	6,016.3
10-4	10-4	**COMMUNITY AND ECONOMIC DEVELOPMENT**				
	10-4A	Community and Economic Development Committee Secretariat	**11.00**	**908.8**	11.00	866.6
	10-4B	Premier's Economic Advisory Council	**2.00**	**159.0**	2.00	144.8
		TOTAL	**13.00**	**1,067.8**	13.00	1,011.4
10-5	10-5	EMERGENCY MEASURES ORGANIZATION	**19.00**	**1,126.7**	19.00	1,104.3
10		**TOTAL FOR INDUSTRY, ECONOMIC DEVELOPMENT AND MINES**	**230.10**	**13,639.2**	240.1	14,019.1

All salary figures, with the exception of the Minister's, include employee benefits as defined in the glossary.

SCHEDULE 9

INDUSTRY, ECONOMIC DEVELOPMENT AND MINES
FULL-TIME EQUIVALENT SUMMARY 2004/05
BY STAFF CATEGORY

DIVISION	STAFF CATEGORIES							
	MANAGERIAL		PROFESSIONAL/ TECHNICAL		ADMINISTRATIVE SUPPORT		TOTAL	
	FTE	$000S	FTE	$000S	FTE	$000S	FTE	$000S
Administration & Finance	5.00	403.5	28.00	1,713.0	15.00	588.4	48.00	2,704.9
Business Services	3.00	259.8	29.00	1,915.7	10.50	440.6	42.50	2,616.1
Mineral Resources	5.00	448.1	73.10	3,886.9	29.50	1,204.6	107.60	5,539.6
Community and Economic Development	2.00	253.9	7.00	590.8	4.00	166.7	13.00	1,011.4
Emergency Measures Organization	1.00	95.8	13.00	768.1	5.00	207.0	19.00	1,070.9
TOTAL	16.00	1,461.1	150.10	8,874.5	64.00	2,607.3	230.10	12,942.9

Explanation 1. Reconciliation of Salary Amounts

Total Salary Costs per above	12,942.9
Add: Employee Benefits	1,347.7
Less: Staff Turnover	(651.4)
Net Salary Costs per Schedule 8	**$ 13,639.2**

PART 2

PROGRAM AND FINANCIAL INFORMATION

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.1	1.	**ADMINISTRATION AND FINANCE**	**3,476.0**	3,624.9
		Provides for the department executive management, department planning and policy direction. Provides central financial, administrative, human resource and computer support services to the departments of Industry, Economic Development and Mines and Energy, Science and Technology. Provides policy support in trade and economic development to the department and across government. Co-ordinates and supports departmental strategic and business planning and knowledge management initiatives. Co-ordinates the economic and labour force statistical system to adapt to the changing policy and program requirements of the Manitoba government and Crown agencies.		
		a) Minister's Salary	**29.4**	29.0
		b) Executive Support	**525.8**	515.7
		c) Financial and Administrative Services	**1,516.8**	1,589.9
		d) Policy, Planning and Coordination	**573.9**	563.6
		e) Manitoba Bureau of Statistics	**830.1**	926.7
			3,476.0	3,624.9

SUB-APPROPRIATIONS 10 - 1A AND 10 - 1B
MINISTER'S SALARY AND EXECUTIVE SUPPORT

OBJECTIVES:

To oversee the development and implementation of departmental policies and programs that are designed to achieve the goals set out in the department's mission statement.

To carry out the policy decisions of the government and manage the activities of the department.

ACTIVITY IDENTIFICATION:

Activities are targeted to effectively position the department to aid Manitobans to prosper in the global, information-based economy. These activities include:

- advising the Minister on issues relating to economic development in Manitoba;
- advising the Minister on mineral and mining issues;
- leading and coordinating the decision-making process in the formulation, interpretation; implementation and monitoring of government policies and programs.
- ensuring that government policies are appropriately formulated, interpreted, implemented and monitored;
- providing overall policy direction for departmental programs; and
- providing administrative assistance to the Minister's office.

EXPECTED RESULTS:

Effective operation of the Department of Industry, Economic Development and Mines as reflected in the results of each branch within the department.

Effective and efficient administrative support to the offices of the Minister and Deputy Minister.

SUB-APPROPRIATION 10 - 1A
MINISTER'S SALARY

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES				
Managerial	**1.00**	**29.4**	1.00	29.0
Total Salaries	**1.00**	**29.4**[1]	1.00	29.0

1. Net increase of $0.4 was allocated for Minister's salaries to provide for the annual cost of living included in the Decisions of the Indemnities and Allowances Commission.

SUB-APPROPRIATION 10 - 1B
EXECUTIVE SUPPORT

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	117.8	1.00	115.0
Professional/Technical	2.00	107.6	2.00	104.8
Administrative Support	5.00	194.3	5.00	188.8
Employee Benefits		47.7		42.9
	8.00	467.4	8.00	451.5
Less: Allowance for Staff Turnover		(22.1)		(17.5)
Total Salaries and Employee Benefits	8.00	445.3[1]	8.00	434.0
OTHER EXPENDITURES				
Transportation		20.0		20.0
Communications		6.5		6.5
Supplies and Services		25.0		25.0
Other Operating		29.0		30.2
Total Other Expenditures		80.5[2]		81.7
TOTAL SUB-APPROPRIATION	8.00	525.8	8.00	515.7

1. Net increase a result of a $13.0 general salary increase and $2.9 in normal salary adjustments, offset by ($4.6) changes due to vacancy management.
2. Net decrease due to a ($1.2) general operating reduction.

SUB-APPROPRIATION 10 - 1C
FINANCIAL AND ADMINISTRATIVE SERVICES

OBJECTIVES:

The Financial and Administrative Services Branch provides services to the departments of Industry, Economic Development and Mines (IEDM) and Energy, Science and Technology (EST) and related agencies. The following objectives are in support of both departments:

- To provide high quality, timely and customer responsive administrative, financial management, computer and personnel services to the department and its related agencies.
- To develop and administer appropriate administrative and financial standards, policies and procedures.
- To develop and operate appropriate reporting systems to provide timely and accurate decision-making information to senior management in the Department and in central agencies.
- To provide leadership, program direction and operational coordination to support department activities.

ACTIVITY IDENTIFICATION:

The Branch provides financial management, administrative, computer and human resource services including:

- processing of revenue and expenditure transactions;
- monitoring and control of expenditures, preparation of cash flow projections and the provision of financial analysis and advice as required;
- administration of loan programs and other agreements;
- coordination of requests for office accommodation and office equipment and services;
- provide timely and accurate information to senior decision-makers in the department and in central agencies;
- coordinate the department records management activities;
- develop and apply appropriate administrative and financial standards, policies and procedures including;
    - the preparation of the annual estimates package, the estimates supplement and the annual report,
    - the provision of computer application software solutions to a variety of business problems, evaluation and acquisition of computer equipment;
    - the provision of human resource services, including: recruitment and selection, job evaluation, human resource planning, employee relations, payroll and benefit administration, and coordination of employment equity, training and development, and occupational safety and health;
    - French Language Services Policy, and the departmental administration of the Freedom of Information Act and Protection of Privacy Act.

EXPECTED RESULTS:

- Departmental policies/systems are implemented and programs delivered efficiently and effectively.
- Administrative support services are responsive to departmental and client needs and are within government policy.
- Timely preparation of management reports on matters relating to financial, personnel, computer systems and operational support services.
- Timely and efficient representation of the department in responding to central agencies.

SUB-APPROPRIATION 10 - 1C
FINANCIAL AND ADMINISTRATIVE SERVICES

- Efficient response, within 30 days, to all applications under the Freedom of Information and Protection of Privacy Act - approximately 60 annually (IEDM & EST).
- Payment/revenue transactions are accurately processed.
- Authority-seeking documents are accurately processed within 1 week.
- Human Resource activities for approximately 361 staff (EST - 131 & IEDM - 230) are carried out in accordance with The Civil Service Act, Manitoba Government Employees Master Agreement, Manitoba labour laws and Workplace Safety and Health Act.
- Reports are released by legislative deadline date (Departmental Annual Report tabled or released by September 30).

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	84.0	1.00	81.9
Professional/Technical	12.00	756.6	12.00	803.6
Administrative Support	8.00	321.0	8.50	331.7
Employee Benefits		110.7		113.2
	21.00	1,272.3	21.50	1,330.4
Less: Allowance for Staff Turnover		(50.7)		(46.7)
Total Salaries and Employee Benefits	21.00	1,221.6[1]	21.50	1,283.7
OTHER EXPENDITURES				
Transportation		25.0		25.0
Communications		28.9		28.9
Supplies and Services		133.0		136.9
Other Operating		150.0		155.4
Total Other Expenditures		336.9[2]		346.2
COMPUTER SERVICES		108.3[3]		110.0
TOTAL SUB-APPROPRIATION (Gross)		1,666.8		1,739.9
Less: Recoverable from Other Appropriations		(150.0)		(150.0)
TOTAL SUB-APPROPRIATION	21.00	1,516.8	21.50	1,589.9

1. Net decrease a result of a ($3.9) salary accrual adjustment, ($2.5) employee benefits decrease, ($4.0) changes due to vacancy management, ($85.8) related to reduction for positions, offset by a $34.1 general salary increase.
2. Net decrease a result of a ($3.9) ACRS (lease space) adjustment and a ($5.4) general operating reduction
3. Net decrease a result of a ($1.7) general operating reduction.

SUB-APPROPRIATION 10 - 1D
POLICY, PLANNING AND CO-ORDINATION

OBJECTIVES:

The Policy, Planning and Co-ordination Branch supports the Departments of Industry, Economic Development and Mines and Intergovernmental Affairs and Trade by providing analytical, advisory and research support services to the Departments and related agencies in the areas of trade policy, economic development policy, critical economic development issues and departmental planning. These services ensure that the departments and the government are better positioned to respond to the challenges and opportunities associated with a rapidly changing global economy. The Branch works collaboratively with diverse economic development agencies to ensure the most effective use of resources in achieving shared economic goals.

ACTIVITY IDENTIFICATION:

The Branch provides support to the departments of Industry, Economic Development and Mines and Intergovernmental Affairs and Trade. The Branch provides trade policy support to help Manitoba businesses in increasing and diversifying their sales through exporting to existing and new markets -- both domestic and international -- by working with the Minister of Intergovernmental Affairs and Trade and departmental executive management to manage Manitoba's participation under existing international trade agreements such as the NAFTA and the World Trade Organization and to manage Manitoba's participation in the 1994 Agreement on Internal Trade. The Branch acts as lead agent in governmental and intergovernmental matters related to trade policy and standards.

The Branch provides support to the Department of Industry, Economic Development and Mines on critical success factors for economic development and infrastructure issues such as demographic trends, innovation and skills and training needs. The Branch ensures that the departments are well-positioned to address the challenges and opportunities associated with the new economy by preparing and co-ordinating briefing materials, providing planning and evaluation assistance, and general policy advice.

The Branch supports departmental informational projects by monitoring Manitoba's trade and economic performance, corporate activities and other significant economic developments and co-ordinating efforts to distribute information on departmental initiatives to interested stakeholders

EXPECTED RESULTS:

Expected results in the areas of trade policy, economic development policy and research and interagency liaison include the conclusion of agreements, the development of mutually supportive strategies and programs, the development of Manitoba negotiating positions and supporting briefing materials. Policy, planning and co-ordination activities serve departmental planning requirements, by assisting other branches with individual project planning and co-ordination; program evaluation and providing timely advice and information to decision-makers.

SUB-APPROPRIATION 10 - 1D
POLICY, PLANNING AND CO-ORDINATION

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	88.2	1.00	85.9
Professional/Technical	4.00	277.7	4.00	270.5
Administrative Support	1.00	36.6	1.00	35.5
Employee Benefits		42.4		41.2
	6.00	444.9	6.00	433.1
Less: Allowance for Staff Turnover		(19.9)		(17.3)
Total Salaries and Employee Benefits	6.00	425.0[1]	6.00	415.8
OTHER EXPENDITURES				
Transportation		20.3		20.3
Communications		8.6		8.6
Supplies and Services		46.5		43.1
Other Operating		73.0		75.3
Minor Capital		0.5		0.5
Total Other Expenditures		148.9[2]		147.8
TOTAL SUB-APPROPRIATION	6.00	573.9	6.00	563.6

1. Net increase due to $12.4 general salary increase, offset by ($0.6) salary accrual adjustment and ($2.6) changes due to vacancy management.
2. Net increase due to a $3.4 ACRS (lease space) adjustment offset by a ($2.3) discretionary operating reduction.

SUB-APPROPRIATION 10 - 1E
MANITOBA BUREAU OF STATISTICS

OBJECTIVES:

Manitoba Bureau of Statistics' (MBS) primary role is to serve the informational requirements of the Manitoba Government, its departments, and crown agencies. Specific objectives are:

1. To actively participate in and coordinate the development of the Manitoba statistical system (data needs, collection, dissemination, presentation and analysis).
2. To adapt the Manitoba statistical system to the changing policy and program requirements of the Manitoba Government, its departments and crown agencies.

As a cross-departmental service agency, MBS has the following characteristics:

☐ Impartiality ☐ Selected Specialization ☐ Surveys ☐ Coordination ☐ Legislative Mandate

ACTIVITY IDENTIFICATION:

The mandate of MBS is the provision of comprehensive information services to the Manitoba government, its agencies and the business community. This mandate is carried out through four major areas of activity:

- Responding to requests for MBS developed information and liaison/coordination with Statistics Canada, provincial user departments/crown agencies, and with other provincial and territorial statistical agencies.
- Provision of common statistical information in order to avoid duplication of effort and costs in the areas of data collection, analysis and information dissemination; provision of relevant statistical information to the senior and executive levels of government.
- Undertaking data/information development, survey consulting/design and operation, statistical consulting, economic and tax revenue impact assessments, economic modelling and forecasting, information processing and evaluating the adequacy of surveys.
- Administration of the Bureau of Statistics and The Statistics Act (Chapter S205).

EXPECTED RESULTS:

The complete range of provided services will be detailed in the ***"Catalogue of Information Products and Services 2004-2005".*** Major products/services include:

- Monitoring the overall economic performance of the Manitoba economy and its principal industries.
- Maintaining a series of provincial and regional level population projections.
- Developing new analytical products/services to identify current/future trends within Manitoba.
- Providing Key Economic Indicator statistical information products on day of release.
- Designing and implementing contract surveys and information development projects.
- Producing and disseminating a series of current Manitoba reports/publications which monitor/analyze social and economic developments/trends in Manitoba.

SUB-APPROPRIATION 10 - 1E
MANITOBA BUREAU OF STATISTICS

- Coordinating and representing the Manitoba government's responses to Statistics Canada on statistical matters that affect the Province of Manitoba including extensive discussions regarding the determination of the population of Manitoba that is used in federal/provincial fiscal arrangements.
- Developing desktop accessible web based information systems to meet the specific needs of various client groups.
- Maintaining a Manitoba Policy Impact Simulation Model to assist decision-makers to identify the economic and tax revenue implications of possible policy decisions.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**84.1**	1.00	81.9
Professional/Technical	**10.00**	**571.1**	12.00	658.1
Administrative Support	**1.00**	**36.5**	1.00	35.5
Employee Benefits		**72.8**		80.5
	12.00	**764.5**	14.00	856.0
Less: Allowance for Staff Turnover		**(37.1)**		(33.3)
Total Salaries and Employee Benefits	**12.00**	**727.4**[1]	14.00	822.7
OTHER EXPENDITURES				
Transportation		**6.3**		6.3
Communications		**15.1**		15.1
Supplies and Services		**86.9**		85.7
Other Operating		**54.4**		56.9
Total Other Expenditures		**162.7**[2]		164.0
TOTAL SUB-APPROPRIATION (Gross)		**890.1**		986.7
Less: Recoverable from Other Appropriations		**(60.0)**		(60.0)
TOTAL SUB-APPROPRIATION (Net)	**12.00**	**830.1**	14.00	926.7

1. Net decrease a result of ($3.8) changes due to vacancy management, ($114.5) reduction in positions and ($1.6) reduction in normal salary adjustments, offset by a $24.6 general salary increase.
2. Net decrease a result of a ($2.5) general operating reduction, offset by a $1.2 increase in ACRS (lease space) adjustment

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.2	2.	**BUSINESS SERVICES**	**15,293.4**	15,220.8
		Provides or facilitates businesses' access to capital to spur the establishment and expansion of enterprises and provides assistance and support for mineral exploration and development projects to improve the economic and environmental status of Manitoba.		
		Provides sector expertise to businesses in the areas of marketing, technology business development and management.		
		Provides department-wide marketing support and development of promotional products.		
		Co-ordinates and delivers a range of services for the enhancement and growth of Manitoba's entrepreneurial and small business community.		
		Increases inward investment to attract businesses and business people to Manitoba through general promotion, business or company recruitment, and entrepreneur recruitment.		
		a) Industry Development - Financial Services	**11,621.7**	11,680.7
		b) Industry Consulting and Marketing Support	**1,672.0**	1,341.2
		c) Small Business Development	**1,640.1**	1,626.2
		d) Business Immigration and Investment	**359.6**	572.7
			15,293.4	15,220.8

SUB-APPROPRIATION 10 - 2A
INDUSTRY DEVELOPMENT - FINANCIAL SERVICES

OBJECTIVES:

The objective of the Financial Services Branch is to assist Manitoba-based businesses to grow and prosper. It pursues this mandate by assisting capital suppliers in delivering risk capital financing. The Branch also provides professional financial administration services to those other government units that support local industry.

ACTIVITY IDENTIFICATION:

Developing the local capital markets – Partnering with the private sector to stimulate the supply of growth capital to Manitoba-based business opportunities. The Branch does this by: 1) investing in pools of privately-managed venture capital. The pools invest their capital in Manitoba-based business opportunities; 2) managing tax credit programs. The programs stimulate investors to invest in Manitoba-based businesses; and 3) providing strategic and tactical-level insights to governments and private businesses. The insights assist with connecting: 1) the government's industry development and community development initiatives; 2) the Province's competitive advantages; and 3) the private and institutional sectors' capabilities.

Providing direct financial support – Providing loans and cost-sharing assistance to augment the private sector financing of worthwhile Manitoba-based business opportunities. The loans are used to assist large and potentially large employers to expand. The cost-sharing assistance is used to assist businesses and industry associations with the development of new technologies, the assessment of new markets and planning for expansion.

Providing professional services support – Providing due diligence and advising services, loan portfolio management, financial program management, financial advisory service, strategic planning and accounting services to the Manitoba Development Corporation, Manitoba Trading Corporation, Community and Economic Development Committee of Cabinet and other government departments.

Program Delivery

- *Manitoba Industrial Opportunities Program* – provides highly flexible loans to support businesses that are expanding in Manitoba and that provide significant job creation or strategic economic development benefits to Manitoba.
- *Manitoba Business Development Fund* – provides cost-sharing assistance to support businesses that are enhancing their technological capabilities, replacing imports or implementing business models that are innovative and involve advanced technology.
- *Third Party-Managed Funds Program* – provides equity capital to support Manitoba-based venture capital pools. The venture capital pools invests risk capital into growing Manitoba-based businesses.
- *Labour-Sponsored Venture Capital Corporations Program* – provides tax credits to individuals who purchase shares of registered labour-sponsored venture capital corporations (LSVCCs). LSVCCs invest risk capital into growing Manitoba-based businesses. (The budgetary authority for this program is administered by Manitoba Finance).

SUB-APPROPRIATION 10 - 2A
INDUSTRY DEVELOPMENT - FINANCIAL SERVICES

- *Manitoba Equity Tax Credit Program* – provides tax credits to individuals who purchase qualifying publicly-traded shares of Manitoba-based businesses. (The budgetary authority for this program is administered by Manitoba Finance).
- *Manitoba Film & Video Tax Credit Program* – provides tax credits to companies that produce Manitoba-based commercial films and videos. (The budgetary authority for this program is administered by Manitoba Finance).

❖ Mineral Industry Support Programs are delivered under Manitoba Geological Survey (10-3A)

EXPECTED RESULTS:

As appropriate opportunities arise:
- Partner in the establishment of new pools of Manitoba-based venture capital ;
- Provide new loans, typically in the size range of $250,000 to $5.0 million;
- Provide cost sharing assistance in the size range of $10,000 to $50,000.

On an ongoing basis:
- Administer the Branch's programs;
- Monitor and enhance the performance of the Branch's programs;
- Deliver high-quality strategic planning, advisory and financial administration services to other groups within government;
- Collect and share competitive intelligence regarding capital supply and capital suppliers' point of view.

SUB-APPROPRIATION 10 – 2A
INDUSTRY DEVELOPMENT - FINANCIAL SERVICES

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	91.8	1.00	89.3
Professional/Technical	9.00	633.4	9.00	617.0
Administrative Support	2.00	73.3	2.00	71.3
Employee Benefits		90.1		81.4
	12.00	888.6	12.00	859.0
Less: Allowance for Staff Turnover		(39.6)		(34.1)
Total Salaries and Employee Benefits	12.00	849.0[1]	12.00	824.9
OTHER EXPENDITURES				
Transportation		17.0		17.0
Communications		11.4		11.4
Supplies and Services		289.9		299.9
Other Operating		46.9		52.5
Total Other Expenditures		365.2[2]		380.8
PROGRAM DELIVERY				
Manitoba Industrial Opportunities Program		9,603.7[3]		9,807.5
Vision Capital		692.9[4]		799.6
Manitoba Business Development Fund		1,173.0[5]		1,313.1
Third Party Support Programs		2,473.0[6]		2,520.1
TOTAL PROGRAM DELIVERY (Gross)		13,942.6		14,440.3
Less: Interest Recovery		(6,449.3)[7]		(6,968.3)
TOTAL PROGRAM DELIVERY (Net)		7,493.3		7,472.0
MINERAL INDUSTRY SUPPORT PROGRAMS				
Mineral Exploration Assistance Program		2,462.1[8]		2,500.0
Manitoba Potash Project		196.5		196.5
Acid Rain Abatement Program- Flin Flon		132.5[9]		181.5
Prospectors Assistance Program		123.1[10]		125.0
TOTAL PROGRAM DELIVERY		2,914.2		3,003.0
TOTAL SUB-APPROPRIATION	12.00	11,621.7	12.00	11,680.7

1. Net increase a result of $25.2 in general salary increases and a $8.7 employee benefits increase, offset by a ($2.4) salary accrual adjustment, ($5.5) changes due to vacancy management and a ($1.9) reduction in normal salary adjustments.
2. Net decrease a result of a ($10.0) ACRS (lease space) adjustment and a ($5.6) general operating reduction.
3. Net decrease a result of a reduction of ($468.9) in interest budget, an increase of (745.7) in loan loss allowance and a ($148.0) general operating reduction, offset by an increase in PSAR#3050 recoveries of $497.8 and a $661.0 increased budget related forgivable loans (CCII).
4. Net decrease due to a ($106.7) reduction in interest budget.
5. Net decrease due to a ($140.1) general operating reduction.
6. Net decrease a result of ($3.7) reduction for the Renaissance Fund, ($27.5) reduction for the Trilogy Fund; ($145.0) reduction for new funds, and ($0.1) reduction for the Manitoba Capital Fund, offset by a $128.9 increase for the Western Fund (formerly Keystone Fund), and a $0.3 increase for the Manitoba Science and Technology Fund.
7. Net decrease due to a $519.0 reduction in interest recoveries related to Manitoba Industrial Opportunities Program.
8. Decrease due to a ($37.9) general operating reduction.
9. Decrease is a result of interest savings due to loan payments by Hudson Bay Mining and Smelting (HBM&S).
10. Decrease due to a ($1.9) general operating reduction.

SUB-APPROPRIATION 10 – 2B
INDUSTRY CONSULTING AND MARKETING SUPPORT

OBJECTIVES:

To provide sector expertise to businesses (manufacturing, processing, and services sectors) in the areas of marketing, technology, business development and management.

To provide marketing related support activities to Manitoba Industry, Economic Development and Mines (IEDM) and Manitoba Intergovernmental Affairs and Trade (IAT). Such support activities include:

- Coordination of marketing activities
- Development & production of consistent and competitive marketing materials
- Development of market intelligence and other information

ACTIVITY IDENTIFICATION:

Industry Consulting provides sector expertise to businesses (manufacturing, processing, and services sectors) in the areas of marketing, technology, business development and management. Existing infrastructure advantages are used to maximize economic development opportunities and encourage commercialization and adoption of new technologies and strategic alliances to further strengthen and diversify Manitoba's industrial capabilities.

Project development activities within the branch are wide-ranging and include a variety of projects from those initiated by sector planning activities to those responding to company specific opportunities. The objective of all project development activities is to create and preserve existing new jobs and investment in Manitoba.

The Marketing Support group provides department-wide marketing support and development of promotional products (multimedia marketing materials such as display units, brochures, website promotion, CD-ROMs, etc.). Promotional products are produced in multiple languages, corresponding to various geographic markets of interest. The Marketing Support group also coordinates placement and production of targeted advertising in selected industrial journals.

The Market Intelligence & Information Services Program provides information products on export markets for local Manitoba companies and on Manitoba capabilities for potential clients in overseas markets. The Program involves data collection, analysis and dissemination. Key developments over the past years include implementation of a client-tracking database for IEDM, development of website applications and coordination of Manitoba company data collection surveys with federal and provincial delivery partners.

Marketing provides the above services to both the Department of Industry, Economic Development and Mines, and the Department of Intergovernmental Affairs and Trade, specifically Manitoba Trade.

EXPECTED RESULTS:

Providing the scope of services described above allows the Industry Consulting & Marketing Groups to:

- Continue to work with business and provide sector area expertise to help to grow their existing operations.
- Facilitate the use of existing programs to expand economic development in the Province.
- Continue to work on various projects to create and retain jobs and investment in the Province.
- Respond to the requests of both IEDM and Manitoba Trade for promotional material and marketing support.

SUB-APPROPRIATION 10 – 2B
INDUSTRY CONSULTING AND MARKETING SUPPORT

- Provide marketing support for the Provincial Nominee for Business Program as well as facilitate the translation of documents/brochures into several languages.
- Advise both departments on marketing and promotion strategies to further attract investment to Manitoba and to promote the export services offered by Trade.
- Maintain the IEDM and Manitoba Trade websites, which receive an estimated 1 million hits per year.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**84.0**	1.00	82.0
Professional/Technical	**9.00**	**618.4**	10.00	662.3
Employee Benefits		**66.7**		82.7
	10.00	**769.1**	11.00	827.0
Less: Allowance for Staff Turnover		**(41.2)**		(37.7)
Total Salaries and Employee Benefits	**10.00**	**727.9**[1]	11.00	789.3
OTHER EXPENDITURES				
Transportation		**55.1**		55.1
Communications		**83.0**		83.0
Supplies and Services		**306.1**		305.5
Other Operating		**497.4**		105.8
Minor Capital		**2.5**		2.5
Total Other Expenditures		**944.1**[2]		551.9
TOTAL SUB-APPROPRIATION	**10.00**	**1,672.0**	11.00	1,341.2

1. Net decrease a result of ($70.0) reduction of a position, ($3.5) changes due to vacancy management and ($11.0) increase in normal salary adjustments offset by a $23.1 general salary increase.
2. Net increase the result of $400.0 for the Composite Innovation Centre and $0.6 ACRS (lease space) adjustment, offset by ($8.4) general operating reduction.

SUB-APPROPRIATION 10 – 2C
SMALL BUSINESS DEVELOPMENT

OBJECTIVES:

The objective of the Small Business Development Branch is to provide the necessary tools for successful business development. By working with the private sector and other government departments, the Branch develops, coordinates and delivers a range of services, business publications and programs in order to promote business investment in Manitoba and for the enhancement and growth of Manitoba's entrepreneurial and small business community for increased competitiveness in the global market place.

On April 1, 1998, the Branch and the Canada Business Service Centre integrated and co-located their respective provincial and federal resources into a jointly operated centre referred to as the Canada/Manitoba Business Service Centre. The Branch, through the co-located Canada/Manitoba Business Service Centre provides a first point of contact for timely and accurate business information, extensive business library services, e-business services and resources, improves management effectiveness through counseling, education and training and assists in small business start ups and business expansions through financial initiatives. Services are also outreached via 24 Canada/Manitoba Business Service Centre regional offices throughout Manitoba.

ACTIVITY IDENTIFICATION:

Information for Industry

"Single-Window Access" to the Entrepreneurial and Business community. The co-located Canada/Manitoba Business Service Centre (C/MBSC) provides comprehensive business information, business and trade library services, seminars and workshops, hard copy and online business information, information publications, criteria and contacts on all government programs and services, and counselling to Manitoba's small business community. The C/MBSC also offers a full service website offering business development information, 10,000 links and an Interactive Business Planner.

C/MBSC Regional Offices - Through the partnership agreement with Western Economic Diversification, the 24 regional C/MBSC offices provide business information, library services and other resources to entrepreneurs throughout all regions of Manitoba.

E-Business Services - E-Business Services are provided through the C/MBSC. The services include counselling and the provision of information that small and medium-sized enterprises need to enable them to be aware and adopt e-commerce and e-business technologies.

Entrepreneurial Development/Training - Develops and delivers a wide range of workshops for entrepreneurs to improve entrepreneurial and management skills. Also facilitates a range of courses and seminars for entrepreneurs and owner/managers to improve business skills as well as networking with target groups including women, Aboriginals, ethnic groups, youth, groups in the cultural industries and people with disabilities who may require specialized or focused training.

SUB-APPROPRIATION 10 – 2C
SMALL BUSINESS DEVELOPMENT

Manitoba Marketing Network. - Provides access to marketing expertise in partnership with the private sector to small business and entrepreneurial clients.

Business Counselling Services - Provides assistance in business planning through workshops and one-on-one business counselling services. This includes business counselling to target groups including women, Aboriginals and youth.

Access to Capital

Business Start Program - Provides loan guarantees of up to a maximum of $10,000 for new business starts with the focus on working capital needs.

Manitoba Film Loan Guarantee Program – Provides loan guarantees to a maximum of 20% of a loan in respect to Manitoba fully developed feature films, television programs and series.

Infrastructure Development

Interdepartmental Linkages - Co-ordinates programs such as Rural Forum, Uniquely Manitoba Gift Show, Craft Industry and various initiatives with the Departments of Intergovernmental Affairs and Trade, Advanced Education and Training, Agriculture, Food and Rural Initiatives, Culture, Heritage and Tourism and Aboriginal and Northern Affairs. Participates with Western Economic Diversification in the development of programs involving Entrepreneurs with Disabilities and with Manitoba Education, Citizenship and Youth in respect to the Young Entrepreneurs Program. Also participates with several provincial and federal departments in providing a wide range of bilingual government services at the St. Boniface, St. Pierre-Jolys and Notre Dame de Lourdes Bilingual Government Service Centres.

EXPECTED RESULTS:

The C/MBSC will provide comprehensive business and trade related information, e-business information and services, business library and market research services and hard copy and online business information to the business and general community, including over 76,000 small business owners/operators in Manitoba. The C/MBSC will respond to approximately 50,000 business and trade related enquiries. Information services will be provided to approximately 40,000 clients per year through business databases and information publications. These databases and publications are developed and distributed through the Canada/Manitoba Business Service Centre and partners such as business development centres, financial institutions, Intergovernmental Affairs and Trade offices, and the regional development corporations It is expected that there will be approximately 300,000 visits to the C/MBSC website resulting in the registering of approximately 9 million hits.

Other expected results include:

- Promotion of entrepreneurial development through education and training supports.
- Increased access to funding for 50 business-start clients.
- Improve the quality and quantity of small businesses in Manitoba, targeting service and production.
- Entrepreneurial training will be coordinated and delivered to over 3,500 registrants including comprehensive programs for business planning workshops and programs for youth, women, Aboriginal people, immigrants, entrepreneurs with disabilities and other target groups.
- Increased access to funding for five film or television programs productions.

SUB-APPROPRIATION 10 – 2C
SMALL BUSINESS DEVELOPMENT

- Business counselling services will be provided to approximately 6,500 clients including assistance to over 150 through the Manitoba Marketing Network.
- Support training through an organizational role on Small Business Week Committee, Manitoba Rural Forum, the Uniquely Manitoba Gift Show and various business and trade shows throughout Manitoba.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**84.0**	1.00	81.9
Professional/Technical	**8.00**	**544.9**	8.00	531.0
Administrative Support	**7.50**	**330.9**	7.50	318.3
Employee Benefits		**106.2**		100.8
	16.50	**1,066.0**	16.50	1,032.0
Less: Allowance for Staff Turnover		**(48.9)**		(42.3)
Total Salaries and Employee Benefits	**16.50**	**1,017.1**[1]	16.50	989.7
OTHER EXPENDITURES				
Grants/Transfer Payments		**30.0**		30.0
Transportation		**32.5**		32.5
Communications		**131.0**		131.0
Supplies and Services		**213.5**		217.9
Other Operating		**214.0**		223.1
Minor Capital		**2.0**		2.0
Total Other Expenditures		**623.0**[2]		636.5
TOTAL SUB-APPROPRIATION	**16.50**	**1,640.1**	16.50	1,626.2

1. Net increase due to a $29.8 general salary increase, $4.2 increase in normal salary adjustments, offset by a ($6.6) change due to vacancy management.
2. Net decrease due to a ($4.4) ACRS (lease space) adjustment and a ($9.1) general operating reduction.

SUB-APPROPRIATION 10 – 2D
BUSINESS IMMIGRATION AND INVESTMENT

OBJECTIVES:

To attract business investment and business people to Manitoba through general promotion, business or company recruitment and entrepreneur recruitment.

ACTIVITY IDENTIFICATION:

The Business Immigration and Investment Branch encompasses three major areas of activity: general promotion, business or company recruitment, and entrepreneur recruitment (through the Provincial Nominee Program for Business). These activities are designed to attract businesses and business people to Manitoba through greenfield investments, joint ventures, strategic alliances, plant expansions, and business succession.

In support of the objective, Business Immigration and Investment conducts the following activities:

- Administers the Manitoba Provincial Nominee Program for Business (PNP-B) which allows the Government of Manitoba to recruit and assess immigrants who are best suited to contribute to the province's economy and who intend to live and do business in Manitoba.
- Conducts a series of seminars in various regions of the world to promote Manitoba's business and lifestyle advantages to potential economic class immigrants.
- Participates in the Federal Immigrant Investor Program
- Exercise Manitoba's right to establish its own selection criteria, set its targets through an annual levels planning process with Citizenship and Immigration Canada based on the Canada-Manitoba Immigration Agreement, signed in 1996 and renewed in 2003.

EXPECTED RESULTS:

- Increased promotional activities in Asia, Latin America, the Middle East and Europe resulting in increased awareness of and participation in Manitoba's PNP-B.
- Increased investment in value added businesses in Manitoba.
- Increased injection of foreign capital into Manitoba's economy creating more business partnerships with Manitoba industries.
- Increased job creation possibilities.

SUB-APPROPRIATION 10 – 2D
BUSINESS IMMIGRATION AND INVESTMENT

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Professional/Technical	**3.00**	**119.0**	4.00	245.3
Administrative Support	**1.00**	**36.4**	1.00	35.5
Employee Benefits		**20.9**		29.7
	4.00	**176.3**	5.00	310.5
Less: Allowance for Staff Turnover		**(13.4)**		(12.5)
Total Salaries and Employee Benefits	**4.00**	**162.9**[1]	5.00	298.0
OTHER EXPENDITURES				
Transportation		**1.0**		1.0
Communications		**10.2**		10.2
Supplies and Services		**127.5**		127.5
Other Operating		**58.0**		136.0
Total Other Expenditures		**196.7**[2]		274.7
TOTAL SUB-APPROPRIATION	**4.00**	**359.6**	5.00	572.7

1. Net decrease ($137.3) reduction in positions, ($0.9) changes due to vacancy management, ($5.7) in normal salary adjustments, offset by a $8.8 general salary increase.
2. Net decrease due to a ($75.0) operating reduction to be offset by interest revenue generated on deposits under the Provincial Nominee Program-Business and a ($3.0) general operating reduction.

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.3	3.	**MINERAL RESOURCES**	**8,254.4**	8,444.4
		Provides authoritative documentation of the province's mineral endowment and development potential.		
		Provides for the administration of Legislation governing the disposition of mineral rights, the exploration, development and production of the province's mineral resources and the rehabilitation of mines and quarries.		
		Provides for the administration of Legislation governing the exploration, development and production of petroleum resources, and the rehabilitation of abandoned petroleum sites.		
		Provides for the resolution of disputes between surface rights holders and mineral rights holders with respect to accessing minerals, oil and gas.		
		a) Manitoba Geological Survey	**5,248.8**	5,394.2
		b) Mines	**1,631.6**	1,649.5
		c) Petroleum	**1,329.7**	1,359.3
		d) Boards and Commissions	**44.3**	41.4
			8,254.4	8,444.4

SUB-APPROPRIATION 10 – 3A
MANITOBA GEOLOGICAL SURVEY

OBJECTIVES:

1. To facilitate the development and management of Manitoba's mineral resources by: 1) providing authoritative documentation of the province's geology and mineral potential, and 2) creating a positive and competitive business climate.
2. To provide tools for public health and safety risk assessment (through studies of, for example, the geological controls on groundwater and the history of flooding in the Red River valley).
3. To provide authoritative geoscience information in land-use exercises (such as large-area planning, protected areas, and municipal planning).

ACTIVITY IDENTIFICATION:

The Manitoba Geological Survey conducts a wide range of activities related to the development and management of Manitoba's mineral resources, including:

- Geological investigations in Manitoba's Precambrian Shield, Western Canada Sedimentary Basin, and Hudson Bay Basin. Investigations include examination of exposed bedrock, subsurface materials, and surficial sediments including sand, gravel and organic deposits. This program provides data and products such as geological maps and reports, metallic and industrial mineral deposit reports and databases, mineral resource assessments, targeted geoscience research, development of exploration models, and maintenance of data inventories
- Provision of information services (including library services, educational outreach and publication sales) to a broad range of clients and the general public.
- Provision of information services (including library services, educational outreach and publication sales) to a broad range of clients and the general public.
- Co-ordinates one of the premier minerals conventions in Canada. The Manitoba Mining and Minerals Convention is held annually in November and provides a forum for the promotion of new Manitoba geoscience data and interpretation, Manitoba exploration and mining companies, Manitoba mineral properties, and the local service support industry.
- Administration and management of industry incentive programs, business development initiatives and minerals policy development

The primary clients of the program are mineral exploration and mining companies, prospectors, consultants, engineering companies, investment houses, insurance companies, quarry operators, Manitoba Hydro and municipalities. Geoscience information is increasingly becoming vital in issues (such as groundwater and flood hazard studies) affecting the general public.

The Manitoba Geological Survey:

- Annually conducts systematic geological, geophysical and geochemical field investigations to document and assess the province's geological framework and mineral resource potential.
- Expands the scope of mineral exploration in Manitoba by 1) generating new geological models and concepts to attract, encourage and focus exploration for new types of mineral deposits, 2) fostering business development, and 3) administering exploration incentive programs.
- Supports effective land-use planning, environmental decision making, and mineral management by providing authoritative technical information on the province's geology.
- Recommends and monitors complementary federal government geoscience program contributions.

SUB-APPROPRIATION 10 – 3A
MANITOBA GEOLOGICAL SURVEY

- Has placed emphasis in recent years on: 1) providing a range of geological information aimed at encouraging increased levels of diamond exploration in the province; 2) conducting collaborative, exploration-supportive programs in the Thompson Nickel Belt, Flin Flon-Snow Lake area, and Lynn

Lake-Leaf Rapids regions, 3) encouraging new and more diverse industrial mineral and aggregate developments in southern Manitoba, 4) developing a three-dimensional model of the geology of southern Manitoba that informs issues around groundwater safety, livestock impacts, hydrocarbon and mineral exploration, and industrial mineral development in the province, 5) interrogating the geologic record for past Red River floods, to help determine the risk of future major flood events, 6) developing fully digital geoscience databases, and 7) developing and implementing a strategy for Internet data distribution.

Manitoba Geological Survey is also responsible for the delivery of the department's Mineral Industry Support Programs. (The financial information is reported under the Industry Development – Financial Services program 10 - 2A.)

Industry Support Program Delivery:

- *Mineral Exploration Assistance Program (MEAP)* - provides financial assistance to eligible companies or individuals who undertake mineral exploration in Manitoba. The program is designed to increase exploration and stimulate activities that could lead to the development of new mines and specialty mineral deposits.
- *Manitoba Potash Project* – Potamine Potash Mining of Canada Inc. and the Province of Manitoba are partners in the Manitoba Potash Corporation and hold the development rights to known reserves in the Russell-Binscarth area of southwest Manitoba.
- *Acid Rain Abatement Program* – Flin Flon – provides financial assistance to Hudson Bay Mining and Smelting Co., Limited for the construction of environmental improvements to the metallurgical plant at Flin Flon.
- *Manitoba Prospectors Assistance Program (MPAP)* – provides grants to prospectors exploring on either their own Manitoba properties or open Crown mineral land. This program is targeted at increasing mineral exploration in Manitoba to help replenish declining ore resources.
- *Manitoba Mineral Exploration Tax Credit*: responsible for administration of a tax credit that is offered to resident investors in eligible flow-through shares of qualifying mineral exploration companies.

EXPECTED RESULTS:

The expected results of geoscience programs are:

- Increased knowledge of Manitoba's bedrock and surficial geology; client groups require up-to-date geological information for better investment decision making, exploration planning, and policy development.
- Increased knowledge of Manitoba's mineral endowment; specialized surveys foster and promote exploration activity in frontier areas and identification of new mineral occurrences increases mineral deposit knowledge base and stimulates new exploration.
- Effective land use management, achieved by providing mineral resource assessments for areas considered for protected status under the Protected Areas Initiative, providing aggregate resource assessments for municipalities in southern Manitoba, and constructing a three-dimensional model of the surficial and bedrock geology in southern Manitoba.

SUB-APPROPRIATION 10 – 3A
MANITOBA GEOLOGICAL SURVEY

- Increased geoscience input into policy development relating to health and safety (e.g., groundwater, livestock, flooding).
- Increased availability of digital geoscience products, meeting clients' needs for digital information.

The expected results of business development and mineral incentive programs are:

- Increased levels of mineral exploration and development of new mines and industrial mineral deposits.
- Increased mineral exploration in remote areas and in the vicinity of mining communities that have undergone, or are at risk of, mine closure.
- New mineral exploration and development companies will be attracted to Manitoba.

SUB-APPROPRIATION 10 – 3A
MANITOBA GEOLOGICAL SURVEY

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**3.00**	**271.2**	3.00	263.5
Professional/Technical	**44.10**	**2,546.0**	47.10	2,646.3
Administrative Support	**14.00**	**565.5**	14.00	543.6
Employee Benefits		**356.9**		365.0
	61.10	**3,739.6**	64.10	3,818.4
Less: Allowance for Staff Turnover		**(172.8)**		(149.8)
Total Salaries and Employee Benefits	**61.10**	**3,566.8**[1]	64.10	3,668.6
OTHER EXPENDITURES				
Transportation		**160.0**		160.0
Communication		**167.0**		167.0
Supplies and Services		**892.0**		899.2
Other Operating		**373.0**		409.4
Minor Capital		**90.0**		90.0
Total Other Expenditures		**1,682.0**[2]		1,725.6
TOTAL SUB-APPROPRIATION	**61.10**	**5,248.8**	64.10	5,394.2

1. Net decrease a due to ($193.3) related to position reductions, ($23.0) changes due to vacancy management, offset by and $110.1 in general salary increase and $4.4 in normal salary adjustments.
2. Net decrease due to a ($36.4) general operating reduction and a ($7.2) ACRS (lease space) adjustment.

SUB-APPROPRIATION 10 – 3B
MINES

OBJECTIVES:

To implement a broad range of program initiatives set out under The Mines and Minerals Act including: the issuing and regulating of Crown mineral dispositions; collection of royalties, levies and other fees; resolution of land tenure conflicts and disputes related to mineral access and development; environmental regulation of exploration and mining activity on all Crown and private lands; and the rehabilitation of depleted pits, quarries, and metal mines.

ACTIVITY IDENTIFICATION:

The Mines and Minerals Act is Manitoba's "one window" legislation governing exploration, development and production of minerals, and it set out the legal framework for a variety of program initiatives ensuring overall compliance with the principles of sustainable development that are embodied in Section 2(2). Mines Branch staff are responsible for administration, compliance enforcement, and actual implementation of programs under the authority of this Act and its regulations. The Branch administers The Mines and Minerals Act and regulations, including: The Drilling Regulation, The Mineral Disposition and Mineral Lease Regulation, The Quarry Minerals Regulation and The Mine Closure Regulation. More specifically, this includes:

- Issuing mineral dispositions, leases and private pit registrations under The Mines and Minerals Act and Regulations and maintaining a registry system of all mineral dispositions and leases issued.
- Collecting fees, rentals, royalties, taxes and rehabilitation levies due to the Crown.
- Reviewing assessment reports and maintaining and issuing assessment data as appropriate.
- Conducting effective claim inspections and the inspection of pits and quarries to ensure that they meet the requirements of The Mines and Minerals Act (environment/safety).
- Resolving land use conflicts to minimize sterilization of mineral resources.
- Monitoring the mining operations in the Province and directing the rehabilitation of lands issued for mining purposes, subsequent to closure of the mining operations.
- Interacting with other government departments and Crown agencies to ensure that policy decisions do not unduly hinder mineral exploration and development.
- Review and assess land use and management proposals including subdivision applications, Crown land sales, zoning and policy memorandum and Crown surface encumbrances (leases, permits, caveats and easements) for potential land use, tenure and environmental conflicts.
- Provide technical and management support for meeting provincial obligations for Treaty Land Entitlement, Northern Flood Agreement and Grand Rapids Forebay Agreement.
- Provide technical support and products that facilitate mineral resource management and stewardship in Manitoba. Services include technical submissions to land planning authorities established under provincial legislation as well as planning document reviews to ensure that lands containing mineral potential are available for exploration and extraction purposes.
- Provide presentations, workshops and internet access to land management issues, policies, practices and ensure that there is an opportunity for public involvement in mineral resource management. Activities include oral and poster presentations at conferences, workshops, public meetings and direct stakeholder consultations concerning mineral resource management.

SUB-APPROPRIATION 10 – 3B
MINES

- The principles of sustainable development have been codified in law in The Mines and Minerals Act and Sustainable Development Act. This activity is targeted at facilitating the concept of sustainable development into the mining sector, public sector and ensuring the province land use activities meet provincial sustainable goals. Policy development and technical support is provided to the Provincial Sustainable Development Program.
- Ensuring that potential environmental public safety hazards associated with orphan mine sites (abandoned mine tailings, mine shafts, open pits and quarries) on Crown lands are identified and remedied.
- Rehabilitation of all private and Crown aggregate (gravel / crushed stone) pits and quarries in the Province, through a self funded program established under Section 200 of the Act. Mines Inspectors direct work through the supervision of private heavy-equipment owners hired under equipment rental agreements or contracts. Since introduced in 1992, over 5800 hectares (14,000 } acres) of depleted pits and quarries have been rehabilitated under 1,348 separate projects.
- Providing administrative support to quasi-jurisdictional boards including the Mining Board and the Surface Rights Board, whose primary function is to arbitrate land access and use disputes.

EXPECTED RESULTS:

Effective implementation of the various initiatives will achieve the stated objectives and purpose of The Mines and Minerals Act Section 2(1) which is "to provide for, encourage, promote and facilitate exploration, development and production of minerals and mineral product in Manitoba, consistent with the principles of sustainable development". These programs are legislatively based and legally binding on the department.

Protection of the environment and mitigation of land use conflicts historically associated with mining are important benefits of many of the programs.

Over the long term, the provision of a stable, competitive mineral tenure system supported by accurate information resources and reasonable environmental safeguards attracts and encourages mineral exploration and mine development.

Collection of royalties and fees associated with mining activity helps pay for important health and social programs that benefit Manitobans.

SUB-APPROPRIATION 10 – 3B
MINES

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**88.7**	1.00	86.5
Professional/Technical	**16.00**	**633.2**	17.00	674.4
Administrative Support	**10.00**	**425.4**	10.00	410.3
Employee Benefits		**130.2**		144.9
	27.00	**1,277.5**	28.00	1,316.1
Less: Allowance for Staff Turnover		**(69.0)**		(61.9)
Total Salaries and Employee Benefits	**27.00**	**1,208.5**[1]	28.00	1,254.2
OTHER EXPENDITURES				
Transportation		**55.0**		55.0
Communications		**30.0**		30.0
Supplies and Services		**201.0**		166.7
Other Operating		**133.6**		140.1
Minor Capital		**3.5**		3.5
Total Other Expenditures		**423.1**[2]		395.3
TOTAL SUB-APPROPRIATION	**27.00**	**1,631.6**	28.00	1,649.5

1. Net decrease due to ($7.1) changes due to vacancy management and a ($79.3) position reduction, offset by a $37.7 general salary increase and a $3.0 increase in normal salary adjustments.
2. Net increase due to ACRS (lease space) adjustment of $34.3, offset by a ($6.5) general operating reduction.

SUB-APPROPRIATION 10 – 3C
PETROLEUM

OBJECTIVES:

To provide for and encourage the safe and efficient development of Manitoba's oil and gas resources in accordance with the principles of sustainable development.

ACTIVITY IDENTIFICATION:

The Petroleum Branch administers The Oil and Gas Act, The Oil and Gas Production Tax Act and provisions under The Workplace Safety and Health Act and carries out the following activities:

- Plans, recommends, implements, administers, monitors and evaluates oil and gas resource policies and programs;
- Administration of Crown oil and gas rights;
- Collection of Crown royalties and freehold production taxes;
- Administration of the Drilling Incentive Program;
- Licensing of oil and gas wells, petroleum geophysical programs and oil and gas facilities;
- Enforcement of regulations designed to ensure worker safety, environmental protection and fair distribution of the proceeds of oil and gas production;
- Manage wells and oil and gas facilities seized under The Oil and Gas Act and administer the Abandonment Fund;
- Collects, records and disseminates well data; conducts geological and engineering studies and provides consultation to the petroleum industry and the general public; and
- Conducts promotional activities highlighting investment opportunities offered by Manitoba's oil and gas resources.

EXPECTED RESULTS:

- Legislation, regulations and policies that meet Government objectives and provide a competitive environment to attract and maintain a sustainable level of petroleum exploration and development;
- Timely and effective processing of well licences (within one business day) and technical applications (initial processing within 2 weeks);
- Timely and accurate information available to Government, industry and the public on regulatory requirements, Crown oil and gas rights, industry activity and technical well data;
- Timely collection and accurate auditing of oil and gas revenues and effective administration of drilling incentive programs;
- Cost effective, timely and proper abandonment of seized wells and oil and gas facilities; and
- Studies, projects, reports and informational materials designed to assist and encourage investment in Manitoba's oil and gas resources.

SUB-APPROPRIATION 10 – 3C
PETROLEUM

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	1.00	88.2	1.00	85.9
Professional/Technical	13.00	683.6	14.00	715.7
Administrative Support	5.50	213.7	6.00	206.7
Employee Benefits		103.8		107.1
	19.50	1,089.3	21.00	1,115.4
Less: Allowance for Staff Turnover		(52.1)		(45.3)
Total Salaries and Employee Benefits	19.50	1,037.2[1]	21.00	1,070.1
OTHER EXPENDITURES				
Transportation		46.2		46.2
Communications		28.6		28.6
Supplies and Services		106.2		98.4
Other Operating		101.5		106.0
Minor Capital		10.0		10.0
Total Other Expenditures		292.5[2]		289.2
TOTAL SUB-APPROPRIATION	19.50	1,329.7	21.00	1,359.3

1. Net decrease due to, ($6.8) changes due to vacancy management and a ($62.6) position reduction, offset by a $4.3 increase in normal salary adjustments and a $32.2 general salary increase.
2. Net increase due to a $7.8 ACRS (lease space) adjustment, offset by a ($4.5) general operating reduction.

SUB-APPROPRIATION 10 – 3D
BOARDS AND COMMISSIONS

OBJECTIVES:

To provide for the resolution of disputes between surface rights holders, mineral rights, and oil and gas rights holders with respect to accessing minerals, oil and gas.

ACTIVITY IDENTIFICATION:

The Surface Rights Board provides for the resolution of disputes between surface rights holders and oil and gas rights holders with respect to accessing oil and gas. They deal with issues relating to right of entry and compensation to owners of surface rights in respect of drilling for oil and gas and geophysical exploration.

The Mining Board provides for the resolution of disputes between surface rights holders and minerals rights holders with respect to accessing minerals, including but not limited to aggregates, industrial minerals and metallic minerals. They also hear applications for access rights for exploration activities and will determine compensation levels for landowners on request. The Mining Board can also hear and resolve disputes between holders of mineral dispositions and between holders and officers of the department.

EXPECTED RESULTS:

To facilitate the fair and equitable process that effectively provides land access for the oil and gas industry and also for mineral rights owners to carry out exploration activities, at the same time, respects surface rights owners through appropriate compensation.

The Mining Board provides an impartial review of decisions and actions of Mines Branch staff to ensure a fair and consistent application of The Mines and Minerals Act.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Professional/Technical		**26.6**[1]		23.4
OTHER EXPENDITURES				
Other Operating		**17.7**[2]		18.0
TOTAL SUB-APPROPRIATION		**44.3**		41.4

1. Increase due to a $0.8 general salary increase and $2.4 in normal salary adjustments.
2. Decrease due to a general operating reduction.

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.4	4.	**COMMUNITY AND ECONOMIC DEVELOPMENT**	**1,656.3**	1,607.5
		Provides analytical expertise and administrative support to the Community and Economic Development Committee of Cabinet, which co-ordinates all major government initiatives relating to community and economic development in the province. Provides advice and support in the on-going development of Manitoba's economic strategy including identifying priorities, soliciting community input and assisting in formulating policy and recommendations.		
		a) Community and Economic Development Committee Secretariat	**1,257.3**	1,223.9
		b) Premier's Economic Advisory Council	**399.0**	383.6
			1,656.3	1,607.5

SUB-APPROPRIATION 10 - 4A
COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE SECRETARIAT

OBJECTIVES:

The Community and Economic Development Committee of Cabinet (CEDC), supported by a small Secretariat, serves as the key co-ordination body for the Government's community and economic initiatives. CEDC is responsible for the ongoing development, articulation, and updating of a community and economic development strategy for the province, and for providing a focused decision-making process for high priority economic development projects, many of which require input from multiple Departments. CEDC is focused on ensuring increased community and economic development takes place in Manitoba in a manner that ensures that all citizens of the Province share the rewards of increased prosperity

ACTIVITY IDENTIFICATION:

The Secretariat provides co-ordination, community and economic development expertise and analytical support to Cabinet, the Committee, Departments and other Boards and Agencies.

The Secretariat works in close co-operation with Treasury Board, Departments and Crown Agencies, to provide assistance with respect to community and economic projects and policies.

Activities of the Secretariat encompass a broad range of policy areas, including rural and agricultural issues, northern development, industry, aboriginal and ethno-cultural issues, cultural policy, information technology and research, training and retraining, environmental and urban issues, and poverty and social justice issues.

Secretariat staff assist departments in policy development, and facilitate co-ordination and integration of policy across government. Staff also develop proposals for Committee review, lead specific project teams as required, and participate in a variety of other project teams, task forces and working groups.

The Secretariat works in close co-operation with business, community, aboriginal, labour and social organizations on policy development and with the Premier's Economic Advisory Council.

EXPECTED RESULTS:

Provision of effective policy advice and services to the Community and Economic Development Committee of Cabinet.

Timely and thorough analysis of information and submissions for Committee members.

Co-ordination of community and economic development initiatives across a broad cross-section of Departments and agencies.

SUB-APPROPRIATION 10 - 4A
COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE SECRETARIAT

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**145.3**	1.00	111.8
Professional/Technical	**7.00**	**590.8**	7.00	585.8
Administrative Support	**3.00**	**125.3**	3.00	119.6
Employee Benefits		**89.4**		85.4
	11.00	**950.8**	11.00	902.6
Less: Allowance for Staff Turnover		**(42.0)**		(36.0)
Total Salaries and Employee Benefits	**11.00**	**908.8**[1]	11.00	866.6
OTHER EXPENDITURES				
Transportation		**35.0**		35.0
Communications		**84.4**		84.4
Supplies and Services		**121.9**		125.3
Other Operating		**98.7**		104.1
Minor Capital		**8.5**		8.5
Total Other Expenditures		**348.5**[2]		357.3
TOTAL SUB-APPROPRIATION	**11.00**	**1,257.3**	11.00	1,223.9

1. Net increase due to $26.9 general salary increase, $32.6 increase in normal salary adjustments, ($6.0) changes due to vacancy management and a ($11.3) position reduction.
2. Net decrease due to a ($3.4) ACRS (lease space) adjustment and a ($5.4) general operating reduction.

SUB-APPROPRIATION 10 – 4B
PREMIER'S ECONOMIC ADVISORY COUNCIL

OBJECTIVES:

The Premier's Economic Advisory Council is a broad-based organization which provides advice to the Premier on development of the government's economic strategy, identifies priorities for the Manitoba economy, solicits input from the broader community and assists in formulating policy recommendations and providing recommendations for action.

ACTIVITY IDENTIFICATION:

Two staff – a Co-ordinator and an Administrative Officer support the day-to-day activities of the Council.

Council staff will work in close co-operation with Departments, agencies and the Community and Economic Development Committee of Cabinet Secretariat.

The Secretariat works in close co-operation with business, community, Aboriginal, labour and social organizations on policy development.

EXPECTED RESULTS:

The Council and its staff undertake a variety of initiatives to fulfil its mandate.

The Council is focused on ensuring that the perspectives of business, labour, educators, community organizations, and Aboriginal peoples are reflected in the government's overall economic development strategies.

SUB-APPROPRIATION 10 – 4B
PREMIER'S ECONOMIC ADVISORY COUNCIL

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**108.6**	1.00	96.3
Administrative Support	**1.00**	**41.4**	1.00	40.3
Employee Benefits		**16.1**		14.3
	2.00	**166.1**	2.00	150.9
Less: Allowance for Staff Turnover		**(7.1)**		(6.1)
Total Salaries and Employee Benefits	**2.00**	**159.0**[1]	2.00	144.8
OTHER EXPENDITURES				
Transportation		**27.0**		27.0
Communications		**34.3**		34.3
Supplies and Services		**170.5**		165.6
Other Operating		**8.2**		11.9
Total Other Expenditures		**240.0**[2]		238.8
TOTAL SUB-APPROPRIATION	**2.00**	**399.0**	2.00	383.6

1. Net increase the result of $4.7 general salary increase and a $10.5 normal salary adjustment, offset by a ($1.0) change due to vacancy management.
2. Net increase due to $4.9 increase in ACRS (lease space), offset by ($3.7) general operating reduction.

Res. No.	Approp. No.	Industry, Economic Development & Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.5	5.	**EMERGENCY MEASURES ORGANZIATION** Works closely with all levels of government, the private sector, volunteer agencies and other non-government agencies promotes and coordinates emergency preparedness, emergency response and disaster recovery to prevent the loss of life, and to minimize damage to property and the environment. Responsible for the administration and delivery of the Disaster Financial Assistance (DFA) program. DFA provides assistance to Manitobans who have suffered losses as a direct result of a wide-spread disaster.	**1,627.7**	1,613.0
		Emergency Measures Organization	**1,627.7**	1,613.0

SUB-APPROPRIATION 10 - 5
EMERGENCY MEASURES ORGANIZATION

OBJECTIVES:

The Emergency Measures Organization (EMO) is committed to:

- Fulfilling its statutory requirements, as established by *The Emergency Measures Act*, as the provincial government's coordinating agency for emergency management.
- Establishing and building the provincial government's capacity to coordinate, manage and participate in multi-agency emergency response situations.
- Supporting post-disaster recovery of private individuals, small businesses, some non-profit organizations and government.
- Fostering a climate of cooperation among all sectors involved with the protection of public safety and security in Manitoba.
- Working cooperatively with other governmental and non-governmental agencies to develop policies and programs that enhance public safety.
- The continuous improvement of all aspects of emergency management in Manitoba.

ACTIVITY IDENTIFICATION:

The mandate of EMO is to implement a system of integrated emergency management in Manitoba that will prevent or limit the: loss of life; serious harm to the health, safety, or welfare of people; and damage to property or the environment. In its role as the provincial government's function responsible for the coordination of internal emergency planning and management, Manitoba EMO's mandate involves close and frequent interaction with other departments of government. Further, Manitoba EMO is to evaluate emerging threats and hazards to public safety, and to develop flexible and innovative operational steps in response to these challenges. This mandate is carried out through four major areas of activity:

1. Preparedness
2. Response
3. Recovery
4. Prevention (Mitigation)

When these areas of activity are coordinated as part of an encompassing strategic approach to public safety, an "all hazards" approach to emergency management is advanced. From this strategic direction, an effective tactical system is created whereby a wide range of potential events – from the national to the local level – can be managed through a flexible, adaptable and scalable management structure.

EXPECTED RESULTS:

In carrying out the activities identified above, EMO expects that:

- The number of individuals who participate in emergency management training programs will equal or exceed the most-recent five-year average for participation in EMO training courses, resulting in an improved emergency response capability at the municipal level.

SUB-APPROPRIATION 10 - 5
EMERGENCY MEASURES ORGANIZATION

- The number of municipal emergency plans reviewed and accepted in accordance with *The Emergency Measures Act* will equal or exceed the number scheduled for completion during this time-period.
- Emerging security concerns will be thoroughly and carefully evaluated, to better inform the provincial government's responsibilities in emergency management and its response to new challenges.
- Provincial policies, programs and emergency planning will be aligned and coordinated with other entities engaged in emergency management, with Manitoba playing an integral and active role in a robust and cohesive national, provincial and local emergency management structure.
- Participate in federal/provincial/territorial policy and program discussions that advance and improve a comprehensive national system of emergency management, in addition to advancing Manitoba's emergency management priorities.
- Regional (both national and international) cooperation will be improved and formally established through agreements with its partners and counterparts.
- Provision of secretariat functions to the Security Subcommittee of Cabinet and the All Party Task Force on Security will continue.

SUB-APPROPRIATION 10 – 5
EMERGENCY MEASURES ORGANIZATION

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
SALARIES & EMPLOYEE BENEFITS				
Managerial	**1.00**	**95.8**	1.00	93.8
Professional/Technical	**13.00**	**768.1**	13.00	751.7
Administrative Support	**5.00**	**207.0**	5.00	196.9
Employee Benefits		**91.3**		90.1
	19.00	**1,162.2**	19.00	1,132.5
Less: Allowance for Staff Turnover		**(35.5)**		(28.2)
Total Salaries and Employee Benefits	**19.00**	**1,126.7**[1]	19.00	1,104.3
OTHER EXPENDITURES				
Transportation		**82.6**		82.6
Communications		**95.0**		95.0
Supplies and Services		**196.2**		196.2
Other Operating		**115.2**		122.9
Minor Capital		**12.0**		12.0
Total Other Expenditures		**501.0**[2]		508.7
TOTAL SUB-APPROPRIATION	**19.00**	**1,627.7**	19.00	1,613.0

1. Net increase the result of a $33.0 general salary increase, offset by a ($3.3) increase in normal salary adjustments and a ($7.3) changes due to vacancy management.
2. Decrease due to a general operating reduction of ($7.7).

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
10.6	6.	**AMORTIZATION AND OTHER COSTS RELATED TO CAPITAL ASSETS**	**166.7**	166.7
		Provides for costs related to Capital Assets.		
		a) Desktop Services	**99.5**	99.5
		b) Amortization Expense	**67.2**	67.2
			166.7	166.7

SUB-APPROPRIATION 10 - 6A and 6B
AMORTIZATION AND OTHER COSTS RELATED TO CAPITAL ASSETS

Commencing in 2001/2002, it is the policy of the Province of Manitoba to record in the accounts of the Province, the tangible capital assets owned and used by the Province along with appropriate amortization costs. Standard asset classes have been established by the Provincial Comptroller, along with capitalization thresholds and corresponding amortization rates. Consistent with this policy, this sub-appropriation records the costs associated with the amortization of the Department's share of the total estimated costs of the Desktop Management and Better Methods initiatives allocated to the Department, in the case of Desktop, on the basis of units acquired by the Department as a percentage of total units acquired by the Province and, in the case of Better Methods, by projected departmental use. A small amount is also included for the amortization of other departmental assets.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
10-6A Desktop Services				
Amortization Expense - Transition		40.7		40.7
Enterprise Software Licenses		58.8		58.8
Total Sub Appropriation		99.5		99.5
10-6B Amortization Expense		67.2		67.2
TOTAL SUB-APPROPRIATION		166.7		166.7

PART 3

HISTORICAL INFORMATION

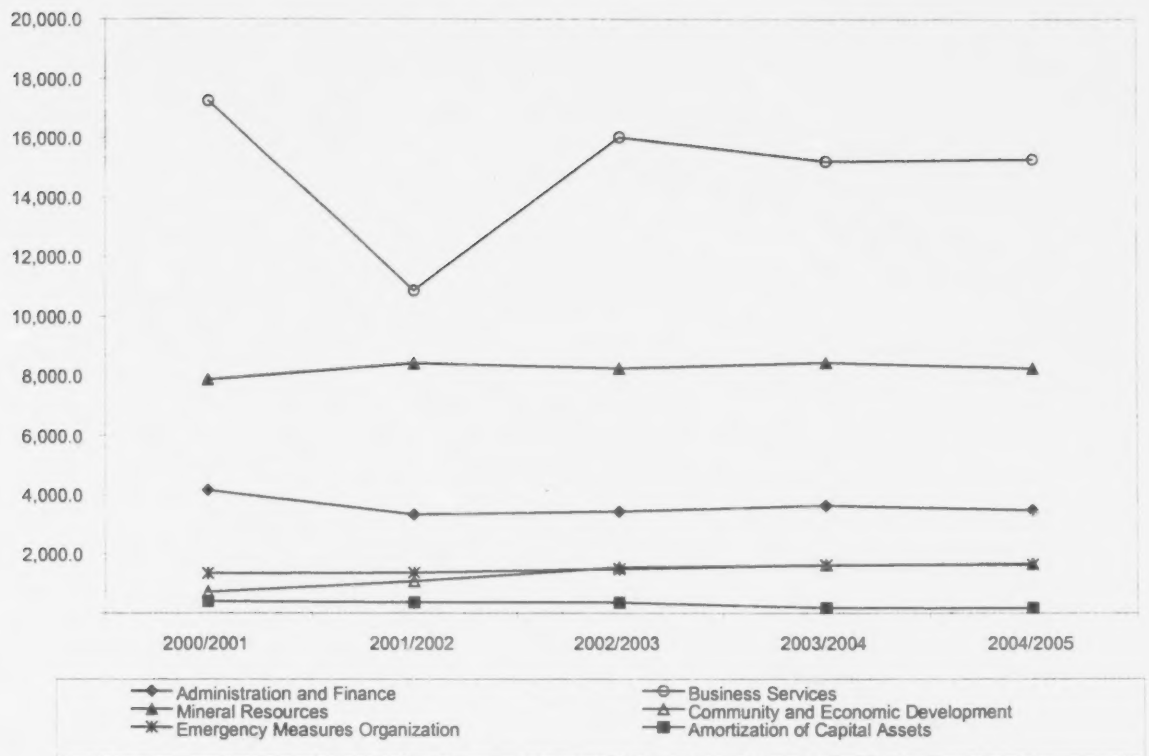
DEPARTMENT OF INDUSTRY, ECONOMIC DEVELOPMENT AND MINES
FIVE YEAR EXPENDITURE AND STAFFING SUMMARY BY APPROPRIATION ($000s)
FOR YEARS ENDING MARCH 31, 2001 - MARCH 31, 2005

	ACTUAL/*ADJUSTED ESTIMATES OF EXPENDITURE						ADJUSTED ESTIMATES OF EXPENDITURE		PRINTED MAIN ESTIMATES OF EXPENDITURE	
	2000/2001		2001/2002		2002/2003		2003/2004		2004/2005	
	FTEs	$000s	FTEs	$000s	FTEs	$000s	FTEs	$000s	FTEs	$000s
Administration and Finance	50.26	4,140.2	46.14	3,318.8	46.14	3,423.5	50.50	3,624.9	48.00	3,476.0
Business Services	55.70	17,245.3	40.87	10,847.3	49.50	16,032.2	44.50	15,220.8	42.50	15,293.4
Mineral Resources	95.34	7,863.1	102.61	8,418.8	114.10	8,249.3	113.10	8,444.4	107.60	8,254.4
Community and Economic Development	7.70	700.5	9.49	1,062.3	13.00	1,532.0	13.00	1,607.5	13.00	1,656.3
Emergency Measures Organization	19.00	1,324.2	19.00	1,346.9	19.00	1,476.2	19.00	1,613.0	19.00	1,627.7
Amortization of Capital Assets		379.8		351.6		348.1		166.7		166.7
TOTAL	**228.0**	**31,653.1**	**218.11**	**25,345.7**	**241.74**	**31,061.3**	**240.10**	**30,677.3**	**230.10**	**30,474.5**

** Adjusted figures reflect historical data on a comparable basis in those appropriations affected by reorganization, during the years.*

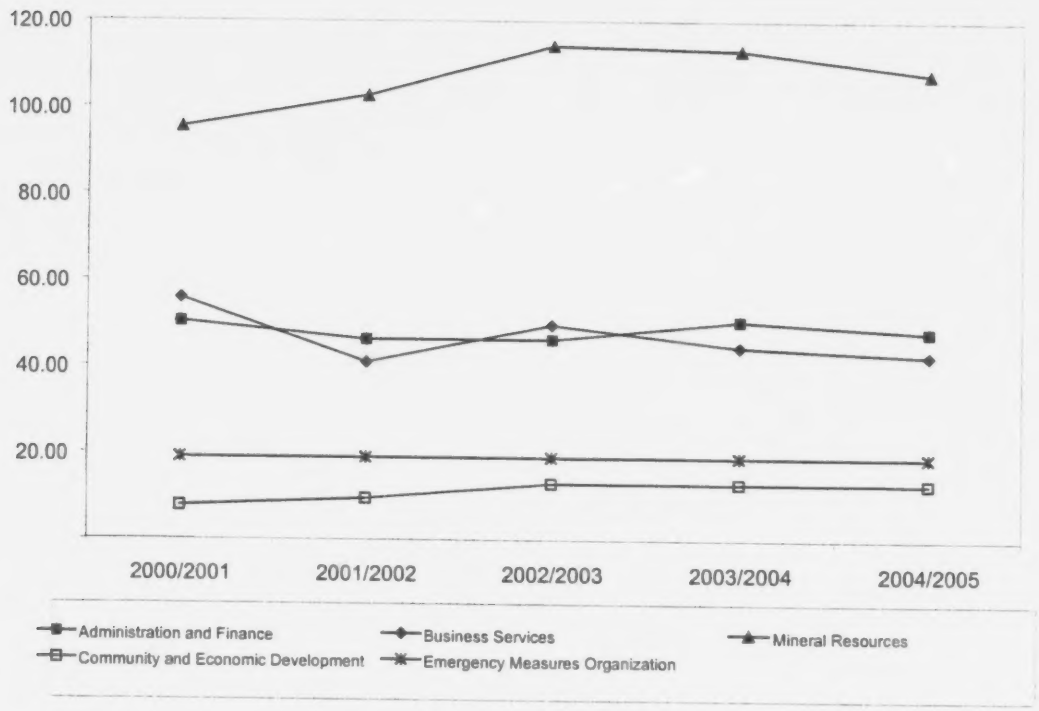
SCHEDULE 11

Five Year Expenditure History by Operating Division ($000s)



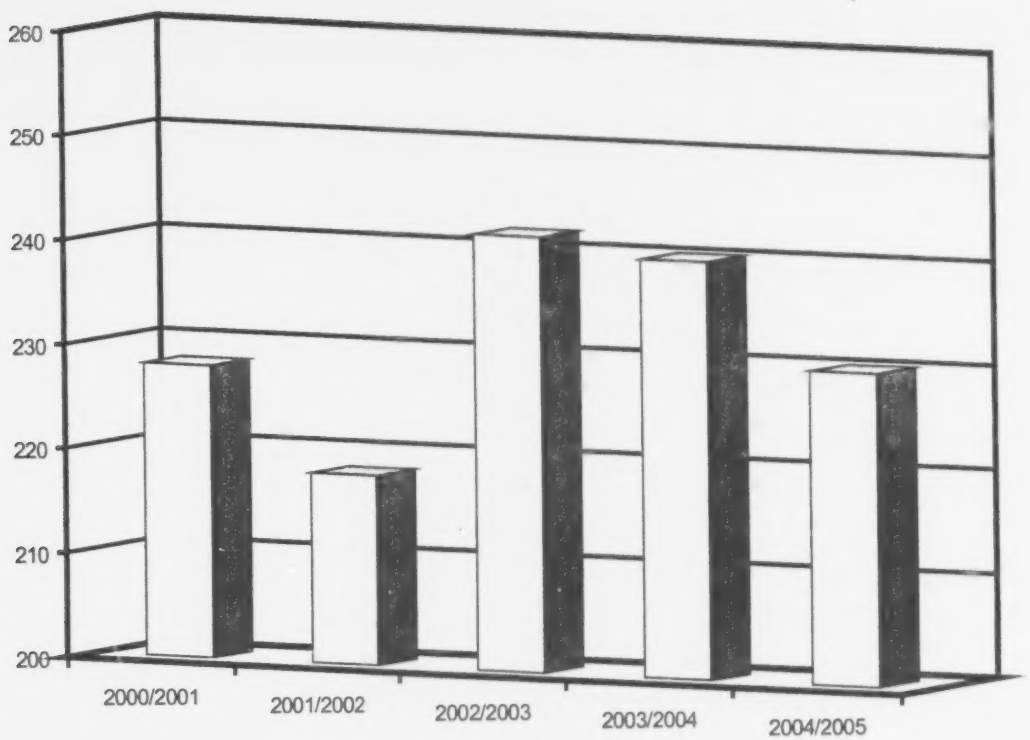
SCHEDULE 12

Five Year Expenditure History by Operating Division (FTEs)



SCHEDULE 13

Five Year Staff History (By FTEs)



PART 4

OTHER APPROPRIATIONS

Security Initiatives

Emergency Expenditures

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
26.4	**4.**	**SECURITY INITIATIVES**	**300.0**	**500.0**
		Provides funding in support of the implementation of various security initiatives.		
		Security Initiatives	**300.0**	**500.0**

SUB-APPROPRIATION 26-4
SECURITY INITIATIVES

OBJECTIVE:

To provide a funding source for expenditures related to security-related capital expenditures.

	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	**$(000's)**	FTE	$(000's)
Security Initiatives		**300.0**		500.0
TOTAL SUB-APPROPRIATION		**300.0**		500.0

Res. No.	Approp. No.	Industry, Economic Development and Mines (10) Details of Appropriation	**Estimates of Expenditure 2004/2005** **$(000's)**	Estimates of Expenditure 2003/2004 (adjusted) $(000's)
27	**1**	**EMERGENCY EXPENDITURES**	**25,000.0**	**93,000.0**
		Provides for expenditures related to forest fires, flooding and other natural disasters. Includes a provision for environmental emergency response expenditures, disaster assistance and other related expenditures and partial reimbursement to government departments for property losses not covered by insurance.		
		1) Emergency Expenditures	**25,000.0**	93,000.0

SUB-APPROPRIATION 27-1
EMERGENCY EXPENDITURES

OBJECTIVES:

To provide a funding source for expenditures related to disasters such as forest fires, flooding and environmental emergencies.

ACTIVITY IDENTIFICATION:

Provides for expenditures related to forest fires, flooding and other natural disasters, including departmental food, forest fire and environmental emergency response costs and disaster assistance and other emergency related items. It also provides for partial reimbursement to government departments for property losses not covered by insurance.

The annual estimate of expenditure is derived from historical averages. Actual expenditures vary form year to year depending on weather and the frequency of disasters.

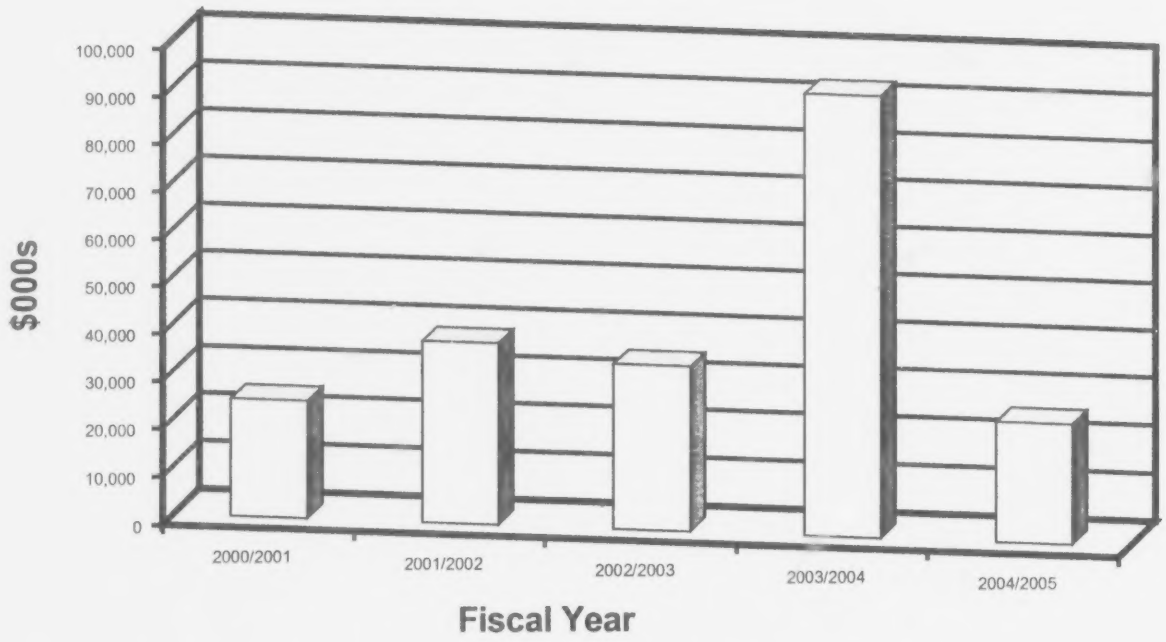
	Estimates of Expenditure 2004/2005		Estimates of Expenditure 2003/2004 (adjusted)	
	FTE	$(000's)	FTE	$(000's)
Emergency Expenditures		**25,000.0**		93,000.0
TOTAL SUB-APPROPRIATION		**25,000.0**		93,000.0[1]

1. In 2003/04, Cabinet authorized a special warrant of $68,000.0 due to emergency expenditures related to forest fires and Bovine Spongiform Encephalopathy (BSE).

VOTE 27-1 EMERGENCY EXPENDITURES
FIVE YEAR EXPENDITURE SUMMARY ($000s)
FOR YEARS ENDING MARCH 31, 2001 - MARCH 31, 2005

	ACTUAL EXPENDITURES			ADJUSTED ESTIMATES OF EXPENDITURE	PRINTED MAIN ESTIMATES OF EXPENDITURE
	2000/2001	2001/2002	2002/2003	2003/2004	2004/2005
Unallocated				93,000.0	25,000.0
Flooding	4,367.9	16,419.7	8,697.6		
Forest Fires	18,530.7	19,847.2	24,632.8		
Tree Conservation	1,173.8	1,112.6	0.0		
Environmental Response	310.0	502.3	299.0		
Miscellaneous	17.2	21.5	802.1		
TOTAL	**24,399.6**	**37,903.3**	**34,431.5**	**93,000.0**	**25,000.0**

EMERGENCY EXPENDITURES
FIVE YEAR EXPENDITURE SUMMARY ($000s)



PART 5
GLOSSARY

Cost Element

A cost element is a classification of expenditures according to the nature of expense such as salaries, supplies and services, etc., which identifies the object of expenditure out of appropriation funds. The government accounting system tracks expenditures according to the following cost element groups:

Cost Element Group	Components
Salaries	Regular Earnings, Other Earnings (overtime, shift premium), Ministers and Members of the Legislative Assembly, Fringe Benefits, Other (Worker's Compensation Allowance, Supplement), Health and Education Tax Levy, Benefit Chargeback.
Grants/Transfer Payments	Discretionary Grant, Nondiscretionary Grant, Transfer Payment, Valuation Allowance, Capital Grant.
Transportation	Vehicles, Aircraft, Other (taxi, bus, freight, rail), Travel Agency Fees, Freight/Courier.
Communication	Telephone, Electronic Communication Services, Postal Services, Advertising/Program Promotion, Radio Systems, Other.
Supplies and Services	Operating Supplies, Materials, Office Supplies, Maintenance, Other Services, Rentals, Professional Services, Utilities, Other Fees.
Public Debt	Credit/Debit Card Fees, Gain/Loss on Foreign Exchange, Interest on Debt, Discount on Debt, Amortization - Debt, Interest Charges, Other Charges.
Minor Capital	Land, Buildings, Vehicles, Machinery & Equipment, Computers, Furniture, Leasehold Improvements, Loss on Sale of an Asset, Amortization Expense.
Other Operating	Accommodations, Food and Beverage, Computer Related Charges, Insurance Costs, Publications, Allowances and Other Financial Compensation, Other Personnel Costs (relocation/transfer costs), Other Operating (membership fees, hospitality, employee training, uniforms, conference/convention registration fees, incidental allowances), Imputed Surcharges.
Financial Assistance and Related Costs	Consumables on Behalf of Citizens (Clothing, Food, Drugs), Fees and Services, Shelter, Transportation, Special needs, Direct Assistance Payments, indirect Assistance Payments.

Employee Benefits

Costs incurred by government for its contributions to the Employment Insurance Program, Canada Pension Plan, Group Life Insurance Plan, Ambulance, Hospital Semi-Private Plan, as well as costs related to pension liability for new employees, and payments made under the Dental Plan, Long-Term Disability Plan, and Levy for Health and Post Secondary Education.

Estimates of Expenditure (Adjusted)

A re-alignment of the previous year's estimates of expenditure for any organizational change to provide for more accurate and realistic comparisons from one budget year to the next.

Full Time Equivalent

A measurement for number of positions. Every full-time regular position represents one full-time equivalent position. Other categories (e.g., term, departmental, sessional, contract) are measured in proportional equivalents, e.g., a program with a vote of 1.50 term FTE could hire staff in any combination that results in a total of 1½ years (or 78 weeks) of employment (e.g., 6 staff for 3 months (13 weeks) each; 2 staff for 9 months (39 weeks) each; 1 full time and 1 half time staff for 1 year; 3 half time staff for 1 year, etc.).

For further information related to staffing, please refer to the Civil Service Commission's intranet website (HR Personnel/Guides/SAP - HR Data Standards).

Staff Categories
Managerial

Positions which have been delegated the authority and have the responsibility to plan, administer, and control the resources and activities of a defined organizational unit in the Manitoba Government and are directly and fully accountable for:

- the utilization of resources in achieving planned objectives including the development of a budget and the initiation and authorization of expenditures; and,
- the organization's results and impacts.

Professional/Technical

Employees who have duties that relate to specific areas of program operations requiring some functional specialization.

Included in this category are employees classified within the following components and/or series:

Education
Health
Legal, Inspection and Regulatory
Physical Sciences
Social Sciences
Trades, Operations and Services
Personnel Officer Series
Administration (with the exception of the Administrative Officer Series)
Engineers (O.P.E.E.P.M.)
Legal Aid Lawyers (L.A.L.A.)
Crown Attorneys (M.A.C.A.)
Doctors (M.M.A.)
L.A.M.C. Staff
Professional Officer Series

NOTE: Those employees designated as managers and also classified within one of the above components or the excluded component shall be categorized only once, as managerial.

Administrative Support

Employees who have duties related to the provision of support and assistance to program operations.

Included in this category are employees classified within the clerical component or the Administrative Officer series.

Staff Turnover Allowance

An adjustment made to a salaries account to allow for attrition and staff turnover. It is a negative adjustment to enable the organization to more accurately display salary requirements.